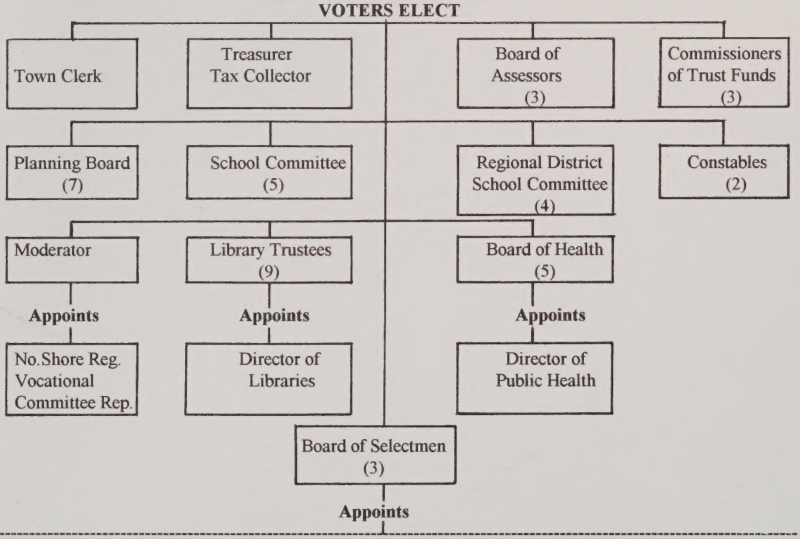
1997

ANNUAL REPORT

Boxford, Massachusetts

BOXFORD OFFICIALS
VOTERS ELECT



OFFICERS:

Town Accountant
Animal Control Officer
Civil Defense Director
Communications Director
Executive Secretary
Fire Chief
Election Officers
Forest Warden
Town Geologist
Forest Warden
Parking Clerk
Police Chief
Supt. Public Works
Sealer of Weights and Measures
Town Counsel
Veterans' Agent
Veterans' Grave Officer

COMMITTEES:

Council on Aging
Board of Appeals
Cultural Arts Council
Cable TV Advisory Committee
Capital Budgeting Committee
Computer Study Committee
Conservation Commission
Municipal Government Committee
Municipal Space Needs Committee
Fenceviewers
Finance Committee
Town Forest Committee
Historic District Commission
Housing Partnership Committee.
Inspectors of: Animals
Buildings
Plumbing/Gas
Wire
Personnel Board
Recreation Committee
Recycling Committee
Registrar of Voters
School Building Committee

AD HOC COMMITTEES

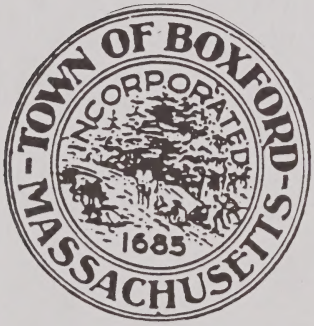
Bay Circuit Program Committee
Boxford Land Committee
Land Bank Committee

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BTA/BOLT, Inc.
Historic Document Center
H.A.W.C. (Help for Abused Women Town and Children)
Tri-Town Council on Youth and Family Services
Ipswich River Watershed

1997

ANNUAL REPORT



Boxford, Massachusetts

VOLUNTEER APPLICATION

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Board of Selectmen
Town Hall, 28 Middleton Road
Boxford, MA 01921

Name_____
Address_____
_____
Telephone: Home_____Office_____

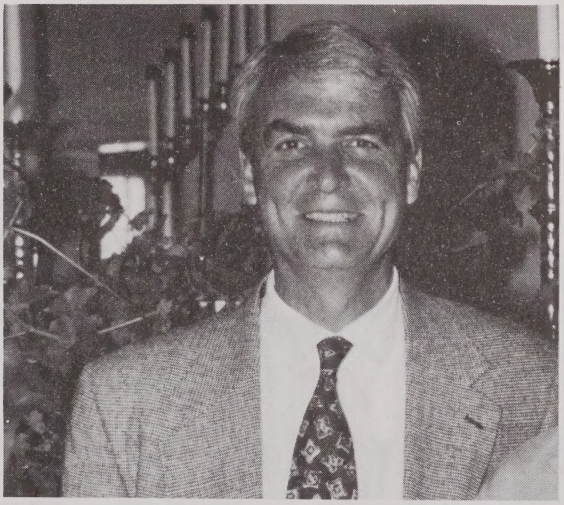
Committee of interest:_____
Brief summary of your background: (you may enclose a separate letter if desired)

_____
_____
_____
_____
_____
_____
_____

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN

IN MEMORIUM - 1997

RICHARD LOUIS MARECHAL
1944 - 1997



The 1997 Annual Report is dedicated to the memory of Richard Louis Marechal known to all in the Town Hall as "Rick". Rick died on June 18 while on assignment for the Town. Rick was the Field Assessor for the Town of Boxford from July 1, 1994 until his death in 1997.

Aside from being a Field Assessor, Rick was also involved in many other Boxford activities which included coaching the senior Babe Ruth and the All Star Team, serving as a member of the Board of Directors for Four Mile Village, and belonging to the social services agency, Tri-Town Council.

Rick was also very much involved in the Second Congregational Church, being active in several church organizations, including "Fathers Against Violence". His memory will live forever in the hearts of the residents of the Town of Boxford and the Town Hall Staff.

IN MEMORIUM - 1996

Ethel "Pete" Houser
1918 - 1997

Past President/member of the Boxford Village Garden Club
Election Officer for the Town of Boxford

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TOWN OFFICERS

Elected

Appointed

Committees, Boards and Commissions

AD HOC Committees

ELECTED TOWN OFFICIALS

MODERATOR	Gerald R. Johnston (1998)
BOARD OF SELECTMEN	Kendall E. Bagge (1998) (Chairman) Robert A. Was (1999) Duke Brown (2000)
TOWN CLERK	Patricia A. Shields (1998)
TREASURER/TAX COLLECTOR	Alan J. Benson (2000)
BOARD OF ASSESSORS	Mary L. Morton (1998) (Chairman) Mario Leslie (1999) Joseph A. Barrasso, III (1998) George Upton (Field Assessor)
BOXFORD SCHOOL COMMITTEE	Robin E. Phelan (1999) (Chairman) C. Kurt Erensoy (2000) Ann Knight (1998) Kathryn Mansfield (2000) Nancy S. Taylor (1999)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	Barbara Was (1998) (Chairman) Judith N. Erensoy (1999) Barry Denofrio (2000) Marci L. Miller (2000) Nancy Vose (1999)
PLANNING BOARD	Craig Falk, (Chairman) (2001) Ellen Maynard (2000) Robert C. Gore (2000) Lawrence Simeone, Jr. (2002) Linda Laderoute (2001) Timothy Mansfield (1999) Neil Olansky (2002)
BOARD OF HEALTH	Louise B. Kress (1998) (Chairman) Richard F. Taylor (1999) Walter McPartlin (2000) Mark P. Mitsch (2000) Thomas M. Dusel (1999)

TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	Christine W. Kaiser (1999) Chairman Denise M. Ferris (2000) G. Edwin Hadley (1999) Susan K. Knowles (2000) Helen K. Millstein (1998) Barbara J. Schaller (1999) Linda S. Sivak (2000) Dean Spofford (1998) Kathleen J. Ulman (1998)
CONSTABLES	
- EAST PARISH	Robert L. MacKay (1998)
- WEST PARISH	David Smallman (1998)
COMMISSIONERS OF TRUST FUNDS	Judith F. Carr (1999) Chairman Alexander M. Colby (1998) Samuel N. Shields (2000)

Gerald Johnston, New Moderator - DeWit Minich, outgoing Town Moderator

APPOINTED TOWN OFFICERS

(Appointed Officers term runs to June 30, 1998, except as noted)

TOWN COUNSEL	Kopelman and Paige, P.C.
EXECUTIVE SECRETARY	Thomas E. Hauenstein (resigned)
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	David E. Durkee
POLICE CHIEF	Gordon A. Russell, Jr.
FIRE CHIEF	Peter C. Perkins
TOWN ACCOUNTANT	William P. O'Brien
COMMUNICATIONS DIRECTOR	Elizabeth Russell
DIRECTOR, PUBLIC HEALTH	Allison C. Conboy
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Adele McConaghy
VETERANS' AGENT (District Director)	Richard E. LaHaye
VETERANS' GRAVE OFFICER	Kenneth H. Chadwick
FOREST WARDEN	Peter Perkins
TOWN GEOLOGIST	Richard Z. Gore
ANIMAL CONTROL OFFICER	Helen L. Phillips
PARKING CLERK	Thomas E. Hauenstein (resigned)
SEALER OF WEIGHTS & MEASURES	Harry R. MacGregor

SEALER OF WEIGHTS & MEASURES	Harry R. MacGregor
NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT REPRESENTATIVE	Philip J. Holden (12-13-1998)
ASSISTANT ASSESSOR	Barbara A. King
ASSISTANT TREASURER	Mary E. Bolen
DEPUTY TAX COLLECTOR	Richard Sullivan

Retiring Superintendent DPW - Thomas F. Greene

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING	Judith F. Carr, Chairperson (1999) Jean W. Buell (2000) Kathie A. Canonica (1999) Lula Gould (2001) Jane Langton (2000) Joan Tarleton (2001) Katherine Phillips (1999)
BOARD OF APPEALS	Robert H. Clewell (1999) Chairman William R. Cargill, Jr. (2000) Robert W. Conroy (1998)
BOARD OF APPEALS (Alternates)	Stephen Kokkins (1998) Douglas Stuart (1999) Richard Tomczyk (2000)
CAPITAL BUDGETING COMMITTEE	Peter K. Race, Chairman (2000) Enid E. Thuermer (1998) Donald J. Scutiere (1998) Joyce Ricklefs (1999) Robert W. Conroy (1998)
COMPUTER STUDY COMMITTEE	Charles Laderoute (1998) Peter G. Clark (1998) Raymond A. Harrold (1998) (Chairman) Russell A. Larson (1998) David Manzi (1998)
BOXFORD CULTURAL COUNCIL	Kathryn M. Milnes (1998) Chairman) Jane S. Langton (1998) Wendy M. Levy (2000) Joan M. Haley (1998) Jane K. Holt (1998)
BOXFORD CABLE TELEVISION	Leonard Rose, Chairman (2000) Joseph A. Cameron (1999) Nathaniel S. Coolidge (1998)

CONSERVATION COMMISSION

Gerard D. Irmer (2000) Chairman
Peter J. Delaney (1998)
Peter P. Neidhardt (1999)
Linda Laderoute (2000)
Harry C. Reifel, Jr. (2000)
Nathaniel Coolidge (1999)
Lana Spillman (1998)

CONSERVATION COMMISSION (Alternates)

Russell Hopping

ELECTION OFFICERS - Precint I

Democrat	*Republican*
Alice A. Farnsworth, Inspector	Arthur Gingrande, Deputy Warden
Irene Decoulos, Clerk	Evelyn F. Carlson, Inspector
Joan F. Tarleton, Deputy Clerk	Eleanor G. Becker, Deputy Inspector
	Barbara Ross, Warden

ELECTION OFFICERS - Precinct II

Democrat	*Republican*
Joyce Chub, Deputy Warden	Victoria M. Hubbard, Deputy Inspector
Patricia J. Gleason, Warden	Marilyn H. May , Clerk
Jane E. Smallman, Deputy Inspector	Marion R. Musial, Inspector
Joyce A. Scutiere, Inspector	Susan Price, Deputy Clerk

FENCEVIEWERS

Board of Selectmen

FINANCE COMMITTEE

Peter Bernardin (2000)
Alexander M. Colby (2000)
Robert W. Conroy (1999)
Barbara G. Jessell (2000)
Charles D. Laderoute (Chairman) (1999)
Donald J. Scutiere (1998)
Eve M. Trkla (1999)

TOWN FOREST COMMITTEE

Paul R. French (1998)
Harold E. Garside (2000)
Robert W. Hazelwood (2000)

HISTORIC DISTRICT COMMISSION

Virginia Havey (1999) Chairman
Anna Plucinska (1998)
Gwendolen E. Perkins (1999)
Susan T. Peterson (2000)
Valerie Vitale (2000)

HISTORIC DISCRICT COMMISSION	Nancy N. Merrill (1997) James R. Sterio (1999) Brenda Stickney (1998)
INSPECTORS:	
ANIMALS	Allison A. Hayes (352-6336)
BUILDING	Kenneth Ward (352-2435)
HEALTH	Allison Conboy (352-2413)
GAS/PLUMBING	William S. Crowell (352-2435)
ELECTRICAL	Ronald J. Hennessey (352-2435)
IPSWICH RIVER WATERSHED DISTRICT COMMISSION	Jennie Bridge (1998)
MASCONOMET REGIONAL SCHOLARSHIP COMMITTEE	Jacqueline R. Newland (1998) Carol L. Schwefler (1998) Peter K. Race (1998) Robert A. Was (1998)
PERSONNEL BOARD	H. Brown Baldwin (1999) Chairman Charles J. Caperonis (2000) Daniel Bauer (1999) Madeline M. Celletti (1998) Mary Wendel (2000)
POLICE DEPARTMENT	
Chief of Police	Gordon A. Russell, Jr. (2000)
Sergeants	Paul M. Bates, Jr. (2000) Ronald Giovannacci (resigned)
Full Time Patrolmen	William G. Decoff (1999) Robert D. Hazelwood (2000) John D. Iannazzo (2000) Bruce Allen Klinger (2000) Thomas J. Nentwig (2000) Peter G. Orlando (2000) Brian Williams (2000) James B. Riter (1999) Susan J. Longo (1998)
Reserve Police Officers	Robert E. Corliss (1998) Matther J. Bouras (1998) Paul E. Polonsky (1998) Harold W. Trombly (1998) John C. VanLoon (1998)

	Louann M. Bonney (1998) Scott Frost (1998)
Special Police Officers	Timothy P. French (1998) Harold Sederquest (1998) Leanne Cove (1998) Kara Fitzpatrick (1998) Helen Phillips (1998)
RECREATION COMMITTEE	Thomas N. Trkla (1998) Nancy N. Merrill (1998) John A. Rowen (1999) Laurette Hamel (Chairman) (1998) Peter E. Silverman (1999) Joseph M. Martinho (1999)
RECYCLING COMMITTEE	Karen L. Sheridan (1998) Chairman Teri Allen (1998) Lorraine Ott (1999) Joanna Daniel (1998) Nancy C. Woolford (2000)
REGIONAL RECYCLING COMMITTEE	Teri Allen Karen L. Sheridan
REGISTRAR OF VOTERS	Patricia A. Shields, Clerk George A. Gould (1998) Anne C. Mannheim (2000) Karen L. Sheridan (1999)
ASSISTANT REGISTRAR	Alice J. MacKay (1998)
SCHOOL BUILDING COMMITTEE	Ellen S. Guerin (1998) Chairman Richard F. O'Brien (1998) Robert W. Russo, Chairman (1998) Kendall E. Bagge (1998) Alexander Colby (1998) Ann Knight (1998) Kevin J. Connors (1998) Charles McCarthy (1998) Andrew Fraser (1998)
VETERANS' GRAVES OFFICER	Kenneth H. Chadwick (1998)
VETERANS' AGENT	Richard E. LaHaye (1998)

SCHOOL SUPERINTENDENTS

BOXFORD/TOPSFIELD SCHOOL UNION	Dr. Joseph Connelly
MASCONOMET REGIONAL SCHOOL DISTRICT	Dr. Kathleen Lynch
NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT	Philip J. Holden (1998)

AD HOC COMMITTEES

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE	Andrzej Plucinski (1998) Jean Dewberry (1998) Beverly Ingalls (1998) Nancy Merrill (1997) Mel Prohl (1998) Allison Chase (1998)
BOXFORD HOUSING PARTNERSHIP COMMITTEE	Enid E. Thuermer (1998) Chairman Robert W. Clewell (1998) Craig Falk (1998) Louise B. Kress (1998) Gerald R. Johnston (1998)
BOXFORD LAND COMMITTEE	Peter Delaney (1998) Chairman Natalie Grigg (1998) Robert C. Gore (1998) Peter K. Race (1998) Eve M. Trkla (1998) Joyce Ricklefs (Alternate)
LAND BANK COMMITTEE	Kendall E. Bagge (1998) John I. Fitzgerald (1998) Holly Langer (1998) Neil S. Olansky (1998) Enid E. Thuermer (1998)
MUNICIPAL BUILDING COMMITTEE	Peter L. Morbeck, Chairman (1998) Peter J. Cheever (1998) Charles E. Killam (1998) Elizabeth Russell (1998) Robert Hazelwood (1998)

GENERAL GOVERNMENT

Board of Selectmen

Town Counsel Report

Personnel Board

BOARD OF SELECTMEN

1997 was a busy year for the Board of Selectmen. We fielded issues ranging from the need for new Town office buildings, to open space acquisition, to the salaries we pay our employees, and more.

JANUARY

The Board held preliminary discussions with members of the Municipal Space Needs Committee in anticipation of expanding their charge to include the construction of a new Town Hall and/or Police Station.

The position of Inspector of Buildings was offered to Ken Ward.

A "Land Purchase Financing Committee" was formed to study various ways to finance municipal land purchases in Boxford.

Kopelman & Paige, the Town's legal counsel, notified both Georgetown and Boxford that the provision of Georgetown water to a retail development on Georgetown Rd. required the approval of Boxford Town Meeting.

The Board met with members of the Planning Board to begin discussions on bringing a growth limitation bylaw to Annual Town Meeting.

FEBRUARY

State Representative Forrester "Tim" Clark met with the Board to acknowledge his (and Bruce Tarr's) support of the filing of a Boxford Land Bank Bill.

The Board adopted the first townwide Sexual Harassment Policy for all Town Employees.

MARCH

Bringing order to the Town's various by-laws, rules and regulations via codification was discussed with the Town Clerk. The Board agreed to support an article funding this important step.

Dr. Richard Taylor of the Board of Health advised the Board that the repair of the old landfill under Johnson Field was progressing fine. It is expected to come in at,or under, the $125,000 voted by Town Meeting.

The Board learned that Town Moderator, DeWitt Minich, would not run for reelection.

The Board approved the expenditure of $6,300 for design plans for the Phase 1 expansion of the Spofford School parking lot.

The Board charged a new Municipal Building Committee to guide an expanded or new Police/Communications facility through Town Meeting.

Kathleen Lynch, Masconomet Superintendent, presented details of the proposed expansion of Masconomet High School to the Board. The price tag is in the neighborhood of $48.1 million.

APRIL

The Board met with the Recreation Committee and the BAA to discuss building an additional baseball field at Cole School.

The Board met with the Conservation Commission to discuss the salary we can offer candidates for the conservation administrator's position. The Board passed this request on to the Personnel Board and its consultant who is doing a salary survey for this, and two other management positions.

The Historic District Commission met with the Board to seek its support to restore the Little Red Schoolhouse as a youth/community center.

The Land Purchase Finance Committee recommended that the Town vote to approve a $5 million serial bond to purchase land for conservation purposes.

The Board of Selectmen honored Thomas F. Greene, recently retired Superintendent of Public Works, for his 23 years of service to the Town.

MAY

Upon the recommendation of David Durkee, the acting DPW Superintendent, the Board forwarded a list of 20 unaccepted roads to the Planning Board for their review and recommendation at a future Town Meeting. Once accepted, these roads will be added to the Town's road inventory resulting in higher State reimbursement.

The Board voted to offer dental insurance to Town employees at their own cost.

The Board welcomed new member Duke Brown, who was named Clerk. Ken Bagge was voted Chairman for the coming year.

The Board formed an ad hoc committee called the DPW Screening Committee, to review 29 job applications for the position of Superintendent of Public Works. The committee will recommend up to 3 finalists.

The Board discussed acquiring the portion of Camp Dennison which is located on Baldpate Pond in Boxford.

JUNE

The Board held initial discussions on forming a committee to look into our current form of Town government, and possible alternatives to it.

The Board voted to hire P. Hunt Durey, as Conservation Administrator.

Representatives of a group opposed to a proposed 53 lot subdivision adjacent to the Boxford State Forest, presented a petition signed by 592 residents.

Saturday, July 5, 1997 was proclaimed "Charles Purinton Day" in honor of Mr. Purinton's 100th birthday.

JULY

The Boxford Land Committee met with the Board to discuss acquiring various parcels, to be funded with a $5 million serial bond voted at Town Meeting.

The Board, after receiving input from the Conservation Commission, the Land Committee and the Planning Board, voted to support the effort of the Town of Georgetown to acquire, for recreational purposes, Camp Dennison. The camp, which is in Georgetown and Boxford, is accessed via Georgetown.

With regrets, the Board accepted the resignation of Marie Cody as Director of the Council on Aging.

AUGUST

The Board signed a "Certificate of Substantial Completion" for the Cole School remodeling and expansion project.

After a long search, David Durkee, DPW foreman, was named Superintendent of Public Works. He replaces Tom Greene, who retired earlier in the year.

SEPTEMBER

The Board signed a "Certificate of Substantial Completion" for the Spofford School remodeling and expansion project.

The Board of Health met with the Selectmen to discuss storm water drainage problems in the vicinity of Spofford Pond, on Spofford Road.

The Board charged an ad hoc Municipal Government Study Committee to take an objective look at Boxford's current form of government and investigate and evaluate various alternatives.

The Selectmen learned that the Little Red Schoolhouse had been voted eligible for inclusion on the National Register of Historic Places.

Continuing discussions with the Boxford Land Committee re: the acquisition of portions of the Lord property and the Lockwood property.

The Board voted to approve the borrowing of $200,000 as authorized by Town Meeting for the upgrading or reconstructing of private septic systems. This state loan guarantee program is designed to assist homeowners. Repayment of the loan is via the homeowners tax bill.

OCTOBER
The Board confirmed the appointment of Gloria O'Leary as Director of the Council on Aging.

In response to a water emergency in the Town, the Board voted to support the Conservation Commission's ban on the removal of water from all ponds until further notice.

The Board allowed presentations by supporters of both the Masco school expansion project and the alternate "Boxford only" high school project.

The Board voted to support the process the Land Committee followed in making their recommendation to purchase three parcels, and to forward their recommendation to the Special Town Meeting.

The Board voted to confirm the fairness of the price of the Lord and Lockwood properties should the town vote to acquire these properties.

After many months of negotiations, the Board signed a 3 year contract with the new Town Hall/Library/Custodial Employees Association.

The Board signed a 1 year contract with the Boxford Police Benevolent Association.

NOVEMBER
The Board worked with the Cable TV Committee to identify equipment needs to be funded under the terms of the cable license.

After meeting with a representative of the Police Department and the Building Inspector, the Board voted to endorse their work to bring the Town's house numbering system into compliance with Town policy and state law. It's estimated that several hundred homes may be improperly numbered.

The Board and the Finance Committee met and agreed to work together in setting financial targets for the new fiscal year.

DECEMBER
The Personnel Board met with the Board of Selectmen to discuss their future. The Board's workload has been reduced as the number of employees covered by unions has grown. Selectmen feel the Personnel Board's mission should be changed to include advising the Town on contract and salary negotiations.

The Board applied for a grant to expand the East Village commuter parking lot.

1997 ANNUAL REPORT OF TOWN COUNSEL

The year 1997 was an active year in which Town Counsel responded to a number of requests for opinions from Town Officials and represented the Town in several pending court actions. We advised the Board of Selectmen with respect to numerous Town Meeting issues and have also advised the Board of Selectmen with respect to the application of various other laws, including those governing conflicts of interest and executive sessions.

As always, we strive to provide fast and concise responses to requests for advisory opinions. In this regard, we have reviewed proposed revisions to the Town's wetlands by-law and have advised the Town on general Town government issues, including the use of revolving funds.

We continue to represent the Town in court on litigation matters, and are presently involved in several matters currently pending before the Massachusetts Superior Court and Land Court concerning several subdivisions.

The office of Town Counsel has continued to work with the Town to reduce municipal legal costs, by researching many issues of municipal law and mailing memoranda addressing those issues at no charge to the Town. This year we have advised the Town with regard to the Massachusetts Rivers Protection Act, amendments to the state pension and disability law and CORI issues relating to Councils on Aging. We have also advised the Town relative to conflict of interest laws affecting public employees and the procedures for acquiring property by purchase, gift or eminent domain.

We have attended Town Meetings and meetings of the Board of Selectmen and other Town Boards at the Town's request and have advised such Boards as necessary.

We extend our appreciation to the Board of Selectmen for their confidence in retaining this firm, and we appreciate the assistance and cooperation we have received on all matters from the Board of Selectmen and other Town Boards and personnel. We look forward to working with members of the Boxford Town government in the future.

Leonard Kopelman, for the firm
of Kopelman and Paige, P.C.,
Town Counsel

LITIGATION REPORT OF TOWN COUNSEL
March 12, 1998

1. E.F. Builders, Inc. v. Zoning Board of Appeals
Land Court Misc. No. 219867
Appeal of special permit denial for common driveway. Filed notice of appearance for Zoning Board of Appeals on August 4, 1995. Plaintiff has taken no further action in this case.

2. Georgetown Road Limited Partnership v. ZBA
Land Court Misc. No. 233718
Appeal of special permit denial. This case has been remanded to the Zoning Board of Appeals.

3. Hutchinson v. ZBA and Georgetown Road Limited Partnership
Land Court Misc. No. 23814
An appeal by an abutter of a Zoning Board of Appeals grant of a site plan special permit. The trial has been scheduled for June 22, 1998.

4. Thomas E. Neve v. Terrance P. Miklas and Planning Board
Lawrence Superior Court C.A. No. 95-171D
This case involves an action by plaintiff against co-defendant relative to subdivision funds. Town is the holder of the funds. A pre-trial is scheduled for March 26, 1998.

5. Nicmar Industries, Inc. v. Chris J. Decoulos Associates and Town
Lawrence Superior Court C.A. No. 94-1971D
Action by subcontractor to seize and apply subdivision funds to developer's outstanding debt. The case was dismissed on March 4, 1996.

Insurance Case:

1. Georgetown Road Limited Partnership v. Board of Health et. al.,
Essex Superior Court, C.A. No.97-2079B
This case involves an action relative to the conditional approval of an occupancy permit. The matter is being handled by insurance counsel for the Town.

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PERSONNEL BOARD

Significant changes took place in this Board's sphere of concern during calendar 1997. At the request of the Board of Selectmen one of its members, Mr. Daniel Bauer, was assigned as chairman of a special committee to draft specifications and interview applicants for the position of Superintendent of the Department of Public Works. The traditional matrix range for this position was replaced with a salary range within which the Selectmen were able to hire a replacement for the position vacated through retirement.

Similar ranges were developed for the employment of a new Inspector of Buildings and a Conservation Administrator. No one from the Personnel Board was involved in the drafting of specifications for these positions. All such changes were approved at the annual town meeting.

Annual performance reviews were completed by department managers prior to the annual town meeting and wage and salary adjustments for those affected were reflected in budgets presented at that meeting. Additional adjustments were made later in the year to reflect changes necessitated by actions of the special town meeting.

Most of the full time clerical positions in the community elected union representation and the Personnel Board was asked to develop wage range information which the Board of Selectmen could utilize in negotiations. A three year contract was ultimately developed for this group of employees.

At the Fall special town meeting the position of Library Director was voted out of the traditional matrix. Salary administration for this position will be negotiated by the Board of Trustees of the Boxford Public Libraries.

The Board has initiated studies of its proper role, if any, in a changed community personnel structure. It is anticipated that proposals for change will be placed before the Town at the 1998 annual meeting.

The Board convened as the Personnel Review Board to hear the final step of one employee grievance during the year.

H. Brown Baldwin, Chairman
Daniel O. Bauer, Vice Chairman
Charles J. Caperonis
Madeline Celletti
Mary Wendel

TOWN CLERK

Report of 1997 Special Town Meeting

Report or 1997 Annual Town Meeting

Report of 1997 Elections

Vital Statistics

Licenses and Permits

SPECIAL TOWN MEETING
MAY 13, 1997

Voters of the Town of Boxford met at the Masconomet Regional High School on Tuesday, May 13, 1997. Moderator DeWitt T. Minich called the Special Town Meeting to order at 7:16 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 1. To See if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund a portion of the Employment Agreement signed between the Board of Selectmen and the Boxford Communications Dispatchers and Police Secretarial Employees Association for the period of July 1, 1997 to June 30, 1998; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $6,000 to fund a portion of the Employment Agreement signed between the Board of Selectmen and the Boxford Communications Dispatchers and Police Secretarial Employees Association for the period of July 1, 1996 to June 30, 1997; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 2. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund road drainage projects in the Town; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $12,500 to fund road drainage projects in the Town; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 3. To see if the Town will vote to amend the authorization granted to the Board of Selectmen to sign an Easement with the Massachusetts Electric Company pursuant to Article 11 of the Warrant for the October 22, 1996 Special Town Meeting to correct the Book and Page number reference to the deed recorded with the Essex South District Registry of Deeds to read Book 4869 Page 84; all other conditions the same as the vote of the previous Special Town Meeting so referenced; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the authorization granted to the Board of Selectmen to sign an Easement with the Massachusetts Electric Company pursuant to Article 11 of the Warrant for the October 22, 1996 Special Town Meeting to correct the Book and Page number reference to the deed recorded with the Essex South District Registry of Deeds to read Book 4869 Page 84; all other conditions the same as the vote of the previous Special Town Meeting so referenced.

ARTICLE 4. To see if the Town will vote to amend Article 7 of the General Bylaws by renumbering the following section:

Section 5 - Herbicides and Pesticides

to read:

Section 6 - Herbicides and Pesticides;

or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend Article 7 of the General Bylaws by renumbering the following section:

Section 5 - Herbicides and Pesticides

to read:

Section 6 - Herbicides and Pesticides.

ARTICLE 5. To see if the Town will vote to appropriate the sum of $200,000 for highway maintenance and construction in anticipation of a state aid grant, said monies predicated on state reimbursement of the following: Chapter 15 of the Acts of 1988, $200,000; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 5.

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $20,000 to complete the costs estimated for repairs associated with the previous use of Johnson Field and its surrounding area as a sanitary landfill; said funds to be spent under the direction of the Board of Health; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer the sum of $7,209.18 from free cash and to transfer $894.47 from Article 8 of the Warrant for the May 8, 1990 Annual Town Meeting; transfer $10,000 from Article 17 of the Warrant for the May 12, 1993 Annual Town Meeting; transfer $976.49 from Article 21 of the Warrant for the May 9, 1995 Annual Town Meeting; and transfer $919.86 from Article 16 of the Warrant for the May 9, 1995 Annual Town Meeting to complete the costs estimated for repairs associated with the previous use of Johnson Field and its surrounding area as a sanitary landfill; said funds to be spent under the direction of the Board of Health.

Finance Committee recommended adoption of this article.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to dissolve this Special Town Meeting at 7:28 p.m.

Boxford Special Town Meeting - May 13, 1997

Registered voters attending this meeting were 120. Counters and checkers for this meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST: Patricia Shields

Patricia Shields
Town Clerk

TRANSFERS:

Article 1		$ 6,000.00
(From Free Cash for Employee Contract Settlement)		
Article 2		12,500.00
(From Free Cash for Road Drainage)		
Article 6 (Johnson Field)		20,000.00
(From Free Cash	$ 7,209.18	
Art. 8 ATM 5/8/90	894.47	
Art. 17 ATM 5/12/93	10,000.00	
Art. 21 ATM 5/9/95	976.49	
Art. 16 ATM 5/9/95	919.86)	
Total to be Transferred		$ 38,500.00

ANNUAL TOWN MEETING

MAY 13, 1997

Voters of the Town of Boxford met at the Masconomet Regional High School Auditorium on Tuesday, May 13, 1997. Moderator DeWitt T. Minich called the Annual Town Meeting to order at 7:31 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed.

ARTICLE 2. To see if the Town will vote to set the annual curbside solid waste collection fee at $1.50 per 32 gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for Fiscal Year 1998; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to set the annual curbside solid waste collection fee at $1.50 per 32 gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for Fiscal Year 1998.

Finance Committee recommended adoption of this article.

ARTICLE 3. To see if the Town will vote to appropriate the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for Fiscal Year 1998, said funds to be expended under the direction of the Board of Health:

Expenses, Contract (Est.)	$165,000
Expenses, Bulldozer Operation	18,625
Expenses, Sticker Printing	4,200
Expenses, Education/Mailing	1,000
TOTAL	**$188,825**

and that $188,825 be raised from the enterprise fund receipts; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to appropriate the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for Fiscal Year 1998, said funds to be expended under the direction of the Board of Health:

Expenses, Contract (Est.)	$165,000
Expenses, Bulldozer Operation	18,625
Expenses, Sticker Printing	4,200
Expenses, Education/Mailing	1,000
TOTAL	**$188,825**

and that $188,825 be raised from the enterprise fund receipts.

Finance Committee recommended adoption of this article.

ARTICLE 4. To see if the Town will authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, § 53E ½ of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed $15,000 for Fiscal Year 1998 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the creation of specific recycling fees by the Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, Section 53E ½ of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed $15,000 for Fiscal Year 1998 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the creation of specific recycling fees by the Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 5. To see if the Town will authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be expended under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; to expend funds not to exceed $10,000 for Fiscal Year 1998 from said account for the costs to the Town for printing and reimbursable advertising; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, Section 53E½ of the Massachusetts General Laws, said account to be expended under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; to expend funds not to exceed $10,000 for Fiscal Year 1998 from said account for the costs to the Town for printing and reimbursable advertising; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 6. To see if the Town will vote to authorize the establishment of a Library Photocopy Machine Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and further to allow the Board of Library Trustees to expend fees not to exceed $5,000 for fiscal year 1998 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Library Photocopy Machine Revolving Account as authorized by Chapter 44, Section 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and further to allow the Board of Library Trustees to expend fees not to exceed $5,000 for fiscal year 1998 from said account for ongoing supplies

and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 7. To see if the Town will vote to appropriate $9,610.96 of the Wetlands Fees collected during FY 1996 and FY 1997 and deposit in the Wetlands Protection Fund; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to appropriate $9,610.96 of the Wetlands Fees collected during FY 1996 and FY 1997 and deposit in the Wetlands Protection Fund.

Finance Committee recommended adoption of this article.

ARTICLE 8. To see if the Town will vote to authorize the establishment of a Conservation Revolving Fund as authorized by Chapter 44, Sec. 53E½ of the Massachusetts General Laws, said account to be under the direction of the Conservation Commission and used for the deposit of receipts collected through fees by direction of the Conservation Commission and further to allow the Conservation Commission to expend fees not to exceed $5,000 for fiscal year 1998 from said account for extraordinary Conservation Commission application review expenses and contingent upon an annual report from the Conservation Commission to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Conservation Revolving Fund as authorized by Chapter 44, Section 53E½ of the Massachusetts General Laws, said account to be under the direction of the Conservation Commission and used for the deposit of receipts collected through fees by direction of the Conservation Commission and further to allow the Conservation Commission to expend fees not to exceed $5,000 for fiscal year 1998 from said account for extraordinary Conservation Commission application review expenses and contingent upon an annual report from the Conservation Commission to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 9. To see if the Town will vote to amend various portions of Article 5 of its Bylaws, known as the Personnel Bylaw, by amending Section 9, "Position Classes: Salary, Wages and Pay Matrix" and replacing it with the Classification and Pay Matrix as submitted by the Personnel Board as printed in this warrant; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend various portions of Article 5 of its Bylaws, known as the Personnel Bylaw, by amending Section 9, "Position Classes: Salary, Wages and Pay Matrix" and replacing it with the Classification and Pay Matrix as submitted by the Personnel Board as printed in this warrant.

Finance Committee recommended adoption of this article.

ARTICLE 10. To act on the proposed budget and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 1998, to wit: General Government, Finance, Public Safety, Education, Town Maintenance and all other necessary proper expenses during said fiscal year; or take any other action thereon.

Upon motion made and duly seconded, an amendment to decrease the Conservation Commission line item from $57,979 to $42,979 was VOTED, by unanimous voice vote.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to approve a total General Government budget of $586,161.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to approve a total Finance budget of $253,391.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to approve a total Public Safety budget of $1,222,365.

Upon motion made and duly seconded, an amendment to increase the Elementary School budget from $4,531,813 to $4,567,379, to cover teacher salary increases, was VOTED, by majority voice vote.

Upon motion made and duly seconded, a second amendment to increase the Elementary School budget from $4,567,379 to $4,622,379 was VOTED, by a majority show of hands.

Upon motion made and duly seconded, an amendment to decrease the Masconomet budget by from $3,589,055 to $3,495,129 was defeated by a majority voice vote.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to approve a total Education budget of $8,497,251.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to approve a total Town Maintenance budget of $489,593.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to approve a total Inspectors budget of $81,924.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to approve a total Insurance and Pensions budget of $551,550.

A three-minute recess was called by the Moderator at 9:15 p.m.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $11,606,670 and to transfer from free cash the sum of $75,566 for a total budget expenditure of $11,682,236.

Finance Committee recommended adoption of this article.

ARTICLE 11. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $10,000 to fund a comprehensive personnel management compensation study; said funds to be spend under the direction of the Personnel Board; or take any other action thereon.

Upon motion made and duly seconded, Article 11 was defeated by majority voice vote.

Finance Committee recommended adoption of this article.

ARTICLE 12. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $14,400 to fund the third and final year of the Town's share of the **COPSFAST** Award for the fiscal year beginning July first, nineteen hundred and ninety seven; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum or $14,400 to fund the third and final year of the Town's share of the **COPSFAST** Award for the fiscal year beginning July first, nineteen hundred and ninety seven.

Finance Committee recommended adoption of this article.

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $1,500 for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of $1,500 for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 14. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $21,269 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of $21,269 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

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NOTE: At this time, we anticipate that **Article 15** and debt authorization will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 15. To see if the Town will authorize the Treasurer, with the approval of the Selectmen, to borrow a sum of money to pay for the architectural, designer and engineering services and to fund related permits and expenses necessary to obtain the required approvals and plans for the reconstruction and expansion of the current Police/Communications building or for the construction of a new building on the same site (as shall be determined by the Board of Selectmen), said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 15.

ARTICLE 16. To see if the Town will vote to establish an Ad Hoc Committee called Boxford Alternatives to Masco Expansion to be appointed forthwith by the Moderator; such committee shall be charged to study alternatives for Boxford to the proposal by the Regional District School Committee of the Masconomet School District for the expansion and renovation of district school buildings and facilities; such committee shall consider the educational, financial, legal and governmental implications of such alternatives and the interest of citizens in such alternatives and report on such alternatives to the first Town Meeting after October 1, 1997; such committee shall recommend the most feasible alternative or alternatives and bring to that Town Meeting a warrant article for the financing of a construction feasibility study for such alternative or alternatives; such committee to be composed of four signers of this petition, one member of the Boxford School Committee recommended by that committee and approved by the Moderator, one member of the Finance Committee recommended by that committee and approved by the Moderator, and one current or former member of the Boxford School Building Committee recommended by that committee and approved by the Moderator; or take any other action thereon.

Upon motion made and duly seconded, Article 16 was defeated by a majority show of hands.

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NOTE: At this time we anticipate that **Article 17** and debt authorization will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 17. To see if the Town will vote to approve the indebtedness authorized by the Regional District School Committee of the Masconomet School District on March 14, 1997, for the purpose of architectural and engineering services and other preliminary expenses for expansion and renovation of district school buildings and facilities, including outdoor athletic facilities and sewerage facilities, provided that said approval shall be contingent upon the passage of a Proposition 2½ debt exclusion referendum under M.G.L. C. 59, § 21C, for the amounts required to pay the Town's share of the principal and interest on the borrowing authorized by the District, and if such referendum is not passed, this vote will be deemed to be a disapproval; or take any other action relative thereto.

Upon motion made and duly seconded, it was VOTED, by majority show of hands, to approve the indebtedness authorized by the Regional District School Committee of the Masconomet School District on March 14, 1997, for the purpose of architectural and engineering services and other preliminary expenses for expansion and renovation of district school buildings and facilities, including outdoor athletic facilities and sewerage facilities, provided that said approval shall be contingent upon the passage of a Proposition 2½ debt exclusion referendum under M.G.L. Chapter 59, Section 21C, for the amounts required to pay the Town's share of the principal and interest on the borrowing authorized by the District, and if such referendum is not passed, this vote will be deemed to be a disapproval.

Finance Committee recommended adoption of this article.
Estimated Total Design Cost: $3,025,000
Estimated Boxford Share: $1,275,340 (FY98 = 42.16%)
Capital Budgeting Committee Recommendation: A (Essential)

Upon motion made and duly seconded, it was VOTED, by unanimous vote, to adjourn the meeting at 11:28 p.m. to a time certain, Wednesday, May 14, at 7:15 p.m. in the Masconomet Regional High School Auditorium.

Registered voters attending the meeting were 527.

ADJOURNED ANNUAL TOWN MEETING
May 14, 1997

Moderator DeWitt T. Minich called the second session of the Boxford Annual Town Meeting to order at 7:18 p.m. The articles of the warrant were disposed of as follows:

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NOTE: At this time we anticipate that **Article 18** will be offered as a "contingent appropriation." This means that although the appropriation for the article could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of a Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.
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ARTICLE 18. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $100,000 to fund Road Maintenance in the Town; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of $100,000 to fund Road Maintenance in the Town; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: A (Essential)

ARTICLE 19. To see if the Town will vote to appropriate the sum of $305,523 for highway maintenance and construction in anticipation of state aid allotment, said monies predicated on state reimbursement of the following: Chapter 113, § 2A, Acts of 1996, $305,523 (MA # 361163, Second Apportionment); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to appropriate the sum of $305,523 for highway maintenance and construction in anticipation of state aid allotment, said monies predicated on state reimbursement of the following: Chapter 113, Section 2A, Acts of 1996, $305,523 (MA # 361163, Second Apportionment).

Finance Committee recommended adoption of this article.

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NOTE: At this time we anticipate that **Articles 20-31** will be offered as "contingent appropriations." This means that although the appropriation for the article could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of a Proposition 2½ ballot question. Should the

override question fail, the appropriation would be rendered null and void.

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ARTICLE 20. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $95,491 for the purpose of purchasing, installing and equipping classroom computers, monitors and printers, and other technology equipment and wiring and other technology equipment and wiring incidental thereto for the Masconomet Regional School District; said funds to be spent under the direction of the Masconomet Regional School Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $95,491 for the purpose of purchasing, installing and equipping classroom computers, monitors and printers, and other technology equipment and wiring and other technology equipment and wiring incidental thereto for the Masconomet Regional School District; said funds to be spent under the direction of the Masconomet Regional School Committee; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: B (High Priority)

ARTICLE 21. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $127,000 to purchase computer and related technology hardware and software, including: CPU's monitors, printers, scanners, modems, laser disc devices, CD Rom drives, work stations and other peripherals, equipment, software licenses and support, and all other incidental items necessary to implement the third year of a five year technology plan for the Boxford Elementary Schools; said funds to be spent under the direction of the Boxford Elementary School Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $127,000 to purchase computer and related technology hardware and software, including: CPU's monitors, printers, scanners, modems, laser disc devices, CD Rom drives, work stations and other peripherals, equipment, software licenses and support, and all other incidental items necessary to implement the third year of a five year technology plan for the Boxford Elementary Schools; said funds to be spent under the direction of the Boxford Elementary School Committee; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: A (Essential)

ARTICLE 22. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $100,000 to expand the

parking lot on town owned land immediately adjacent to the Spofford Pond Elementary School; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $100,000 to expand the parking lot on town owned land immediately adjacent to the Spofford Pond Elementary School; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee did not recommend adoption of this article.
Capital Budgeting Committee Recommendation: C (Low Priority)

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At this point in the Town Meeting proceedings, the following Proclamation was read:

Upon motion made and duly seconded, it was VOTED by unanimous acclamation that:

WHEREAS DeWitt Minich has faithfully and conscientiously served the residents of the Town of Boxford as their **Town Moderator** from 1976 to 1997; and

WHEREAS DeWitt Minich also served the Town as a member and Chairman of the Finance Committee from 1961 to 1976; and

WHEREAS DeWitt Minich served his country as a member of the U.S. Navy in the Pacific during World War II and later his community as an ardent supporter of local and high school sports; he further served as a long time Moderator for the First Congregational Church of Boxford; and

WHEREAS DeWitt Minich would wax philosophical on all issues, local and national from his reserved chair at the daily morning coffee at Jack's Store; and

WHEREAS DeWitt Minich oversaw the growth of Boxford enduring a total of 36 years of volunteer service for the Town of Boxford; and

WHEREAS DeWitt Minich is officially turning in his gavel as the Moderator for the Town of Boxford on May 14, 1997;

NOW THEREFORE, We, the Voters at the Boxford Annual Town Meeting, duly assembled, do hereby proclaim

THURSDAY, MAY 15, 1997

AS

DeWITT MINICH DAY

in the Town of Boxford.

(signed by the Board of Selectmen and the Town Clerk)

ARTICLE 23. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $18,000 to purchase a walk-in freezer for the Harry Lee Cole Elementary School; said funds to be spent under the direction of the Boxford Elementary School Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 23.

ARTICLE 24. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $64,500 to build a new baseball field at Cole School, dig a new well and irrigate the existing Christopher T. Cargill Field and new field at Cole School; said funds to be spent under the direction of Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $64,500 to build a new baseball field at Cole School, dig a new well and irrigate the existing Christopher T. Cargill Field and new field at Cole School; said funds to be spent under the direction of Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

An amendment to this article to transfer the funds from free cash was defeated by a hand count vote, 223 in favor and 77 opposed.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: C (Low Priority)

ARTICLE 25. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $33,900 to purchase/replace the 17 SCBAs (Self Contained Breathing Apparatus) and upgrade four (4) existing units to current regulations for the Fire Department; said funds to be spent under the Direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of $33,700 to purchase and upgrade or replace the 21 SCBAs (Self Contained Breathing Apparatus) for the Fire Department; said funds to be spent under the Direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: A (Essential)

ARTICLE 26. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $11,400 to purchase a Jaws Extraction Tool Rescue Package - spreader tool with combination cutter, power unit with attachments for the Fire Department, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of $11,400 to purchase a Jaws Extrication Tool Rescue Package - spreader tool with combination cutter, power unit with attachments for the Fire Department, said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article

ARTICLE 27. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $24,725 for the purpose of purchasing and equipping of a police cruiser for the Boxford Police Department, and to allow the Selectmen to dispose of an existing police cruiser in a manner they so decide; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice, to raise and appropriate the sum of $24,725 for the purpose of purchasing and equipping of a police cruiser for the Boxford Police Department, and to allow the Selectmen to dispose of an existing police cruiser in a manner they so decide; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.

ARTICLE 28. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase a new 35,000 GVW Cab and Chassis, Dump Body and Sander for the Department of Public Works; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $60,000 to purchase a new 35,000 GVW Cab and Chassis, Dump Body and Sander for the Department of Public Works; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: B (High Priority)

ARTICLE 29. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a backhoe loader for the Department of Public Works; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $64,000 to fund the purchase of a backhoe loader for the Department of Public Works;

said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee recommended adoption of this article.
Capital Budgeting Committee Recommendation: B (High Priority)

ARTICLE 30. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a generator for the Department of Public Works garage; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $19,000 to fund the purchase of a generator for the Department of Public Works garage; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Finance Committee did not recommend adoption of this article.
Capital Budgeting Committee Recommendation: C (Low Priority)

ARTICLE 31. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $25,000 to repair and renovate the Palmer School House (also known as the Little Red School House), 21 Main Street; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority show of hands, to raise and appropriate the sum of $25,000 to repair and renovate the Palmer School House (also known as the Little Red School House), 21 Main Street, to be used primarily as a youth community house; said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon successful passage of a Proposition 2½ ballot question.

Upon motion made and duly seconded, an amendment to delete the reference to Proposition 2½ was withdrawn by unanimous voice vote.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the article to include the words "to be used primarily as a youth community house" immediately following "21 Main Street."

Finance Committee did not recommend adoption of this article.
Capital Budgeting Committee does not recommend passage of this article.

ARTICLE 32. To see if the Town will vote to accept the provisions of M.G.L. Chapter 44, § 53F½, to create a Construction and Demolition Materials Solid Waste Disposal Enterprise Fund for Fiscal Year 1998, subject to approval by the Massachusetts Department of Environmental Protection for the acceptance of

construction and demolition materials at the Boxford Municipal Landfill; schedule of fees established by the Board of Health; or to take any other action thereon.

Upon motion made and duly seconded, Article 32 was defeated by a majority voice vote.

Finance Committee did not recommend adoption of this article.

ARTICLE 33. To see if the Town will vote to appropriate the following sums to fund the Construction and Demolition Materials Solid Waste Disposal Enterprise Fund for Fiscal Year 1998, said funds to be spent under the direction of the Board of Health:

Expenses Budget Range (for personnel, equipment and other related expenses): $70,000 to $219,000;

and that said amount be raised from the enterprise fund receipts; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 33.

ARTICLE 34. To see if the Town will vote to transfer $15,000 from Article 22 of the Warrant for the May 9, 1995 Annual Town Meeting, and transfer $25,000 from Article 29 of the Warrant for the May 15, 1996 Annual Town Meeting to reconstruct the Recycling Center at the Boxford Sanitary Landfill; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer $15,000 from Article 22 of the Warrant for the May 9, 1995 Annual Town Meeting, and transfer $23,560 from Article 29 of the Warrant for the May 15, 1996 Annual Town Meeting to reconstruct the Recycling Center at the Boxford Sanitary Landfill; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of the article.

ARTICLE 35. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $7,500 to purchase a photocopy machine and a maintenance agreement, to be utilized by the Town Inspectional Offices; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $1,908.23 and to transfer: $505.27 from Article 28 of the Warrant for the May 10, 1994 Annual Town Meeting; $2,756.18 from Article 43 of the Warrant for the May 9, 1995 Annual Town Meeting; $25.00 from Article 6 of the Warrant for the May 14, 1996 Special Town Meeting; $401.00 from

Article 21 of the Warrant for the May 14, 1996 Annual Town Meeting; $35.00 from Article 25 of the Warrant for the May 14, 1996 Annual Town Meeting; $335.29 from Article 3 of the Warrant for the October 22, 1996 Special Town Meeting; $1,480.02 from Article 1 of the Warrant for the December 14, 1994 Special Town Meeting; $20.42 from Article 23 of the Warrant for the May 12, 1993 Annual Town Meeting; $20.00 from Article 12 of the Warrant for the May 12, 1992 Annual Town Meeting; $9.50 from Article 15 of the Warrant for the May 12, 1992 Annual Town Meeting; $4.01 from Article 12 of the Warrant for the May 10, 1994 Annual Town Meeting; $.08 from Article 19 of the Warrant for the May 10, 1988 Annual Town Meeting; for a total of $7,500 to purchase a photocopy machine and maintenance agreement, to be utilized by the Town Inspectional Offices; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 36. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $14,750 to be added to the Conservation Fund; said funds to be spent under the direction of the Conservation Commission; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of $14,750 to be added to the Conservation Fund; said funds to be spent under the direction of the Conservation Commission.

Finance Committee recommended adoption of this article.

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NOTE: At this time we anticipate that **Article 37** and debt authorization will be offered as a contingent appropriation. This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 37. To see if the Town will vote to authorize the Treasurer with the approval of the Selectmen, to borrow, or raise and appropriate, or transfer from available funds, the sum of $5,000,000 (five million dollars) to enable the Conservation Commission to purchase land and/or interests in land for conservation purposes pursuant to M.G.L. Chapter 40, § 8C; said appropriation be restricted as follows: the Conservation Commission may expend up to $100,000 of this appropriation to acquire land and/or interests in land subject to the approval of the Board of Selectmen, provided further that the Conservation Commission may expend in excess of $100,000 to acquire such land and/or interests in land as may be approved by the Board of Selectmen and by the majority vote of an annual or special town meeting, and provided that the Conservation Commission shall be

required to submit an annual report to the town (to be printed in the Annual Town Report) detailing all transactions and activity in the account during the previous year, and that the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary, on behalf of the Town of Boxford, to effect said purchases; or to take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 181 in favor and 50 opposed, to authorize the Treasurer with the approval of the Selectmen, to borrow the sum of $5,000,000 (five million dollars) to enable the Conservation Commission to purchase land and/or interests in land for conservation purposes pursuant to M.G.L. Chapter 40, Section 8C; said appropriation be restricted as follows: the Conservation Commission may expend up to $100,000 of this appropriation to acquire land and/or interests in land subject to the approval of the Board of Selectmen, provided further that the Conservation Commission may expend in excess of $100,000 to acquire such land and/or interests in land as may be approved by the Board of Selectmen and by a 2/3 majority vote of an annual or special town meeting, and provided that the Conservation Commission shall be required to submit an annual report to the town (to be printed in the Annual Town Report) detailing all transactions and activity in the account during the previous year, and that the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary, on behalf of the Town of Boxford, to effect said purchases, said approval to be fully contingent upon successful passage of a Proposition 2½ ballot question.

A 2/3 vote was required.

Upon motion made and duly seconded, an amendment to replace "2/3 majority vote" with "majority vote" was defeated by hand count vote, 86 in favor and 148 opposed.

Upon motion made and duly seconded, it was VOTED, by unanimous vote, to adjourn the meeting at 11:28 p.m. to a time certain, Thursday, May 22, at 7:15 p.m. in the Masconomet Regional High School Auditorium.

Registered voters attending the meeting were 354.

ADJOURNED ANNUAL TOWN MEETING
May 22, 1997

Newly-elected Moderator Gerald R. Johnston called the third session of the Boxford Annual Town Meeting to order at 7:22 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 38. To see of the Town will vote the prohibition in the Town of Boxford of the provision of any public water supply provided by another town, commission or municipal corporation for the purpose of residential uses and business uses set forth and established under the Boxford Zoning Bylaw; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to prohibit in the Town of Boxford the provision of any public water supply provided by another town, commission or municipal corporation for the purpose of residential uses and business uses set forth and established under the Boxford Zoning Bylaw.

ARTICLE 39. To see if the Town will vote (i) to ratify the 1993 vote of the Boxford Board of Selectmen authorizing the Town of Georgetown to supply water to the property known as Lot 3 on Plan number 26501B filed with the Land Court at the Essex South District Registry of Deeds on August 8, 1994, currently having a street address of 256 Georgetown Road, Boxford, with the condition that only B-1, Retail Business District uses, excluding any residential uses, shall be allowed to connect to the water supply for the sole purpose of fire protection, provided that the Planning Board and Fire Chief agree that no other viable option exists to provide water for this purpose; (ii) to authorize the Board of Selectmen to enter into a contract with the Town of Georgetown for said purpose; or (iii) to take any other action thereon.

Explanation: It is the intent of this Article to allow the Selectmen to enter into an agreement with the Town of Georgetown to supply water to the commercial site. This article will not allow this water to be used for any residential purpose or to be extended beyond this site for any residential purpose.

A motion was made and duly seconded to call the question and passed by a majority voice vote.

Upon motion made and duly seconded, Article 39 was defeated by a majority voice vote.

ARTICLE 40. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by adding to Section VI a new paragraph as follows:

Section VI

I. Phased Growth

1. **Purpose:** The purposes of Phased Growth are to protect and promote the public health, safety, and welfare of the Town of

Boxford by phasing the growth of the Town at a manageable rate to ensure that the Town has adequate time to expand its resources and to provide the necessary services to meet the educational, infrastructure, and public safety needs of its residents in accordance with its Master Plan.

2. **Applicability**: This sub-section shall apply to every new residential development. Development shall mean a single parcel or set of contiguous parcels of land held in common ownership, regardless of form, at any time on or after the effective date of this sub-section for which one or more building permits will be sought.

3. **Phasing Schedule:** Building permits for each development shall be granted at an annual rate not greater than that permitted by the following schedule:

No. of New Dwellings Projected in Total Development	Maximum No. of Building Permits for New Dwellings Per Year
1-10	5
11-20	6
21-30	7
31-40	8
41-50	9
more than 50	10 plus 5% of number over 50

4. Subsequent changes in the shape or ownership of lots shall not affect the applicability of this sub-section. Lots can be sold at any time for construction of dwellings in future years; however, any lots covered by the provision, hereafter sold or otherwise transferred, shall include in the deed the earliest date on which construction may be commenced.

5. This sub-section shall be effective until May 1, 2007; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the Zoning Bylaw of the Town of Boxford by adding to Section VI a new paragraph as follows:

Section VI

I. **Phased Growth**

1. **Purpose**: The purposes of Phased Growth are to protect and promote the public health, safety, and welfare of the Town of Boxford by phasing the growth of the Town at a manageable rate to ensure that the Town has adequate time to expand its resources and to provide the necessary services to meet the educational, infrastructure, and public safety needs of its residents in accordance with its Master Plan.

2. **Applicability**: This sub-section shall apply to every new residential development. Development shall mean a single

parcel or set of contiguous parcels of land held in common ownership, regardless of form, at any time on or after the effective date of this sub-section for which one or more building permits will be sought.

3. **Phasing Schedule:** Building permits for each development shall be granted at an annual rate not greater than that permitted by the following schedule:

No. of New Dwellings Projected in Total Development	Maximum No. of Building Permits for New Dwellings Per Year, Beginning with the Issuance of the First Permit
1-10	5
11-20	6
21-30	7
31-40	8
41-50	9
more than 50	10 plus 5% of number over 50

4. Subsequent changes in the shape or ownership of lots shall not affect the applicability of this sub-section. Lots can be sold at any time for construction of dwellings in future years; however, any lots covered by the provision, hereafter sold or otherwise transferred, shall include in the deed the earliest date on which construction may be commenced.

5. This sub-section shall be effective until May 1, 2007.

Upon motion made and duly seconded, an amendment to add "subsequent to the approval of the subdivision" to the second column heading was defeated by unanimous voice vote.

A 2/3 vote was required.

ARTICLE 41. To see if the Town will vote to amend its General Bylaws (**Article 12 "WETLANDS PROTECTION"** as printed in this Warrant); or take any other action thereon.

Upon motion made and duly seconded, an amendment to change "March" to "April" under the definition of "Vernal Pool" was defeated by a majority voice vote.

Upon motion made and duly seconded, an amendment was VOTED, by majority voice vote to delete the following wording: under Section 2 "Pond Watershed Overlay District including Hovey's Pond, Baldpate Pond, Stiles Pond, and lands within 300 feet from the mean annual high-water line around each pond"; under Section 8, Subparagraph (k) "Any activities deemed by the Commission likely to have a significant or cumulative effect upon resource area values protected by this bylaw"; and under Section 8, in the text defining Buffer Zone, "The Buffer Zone shall also mean that area of land

extending three hundred (300) feet from the mean annual high-water line around Hovey's, Baldpate, and Stiles Ponds".

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend various portions of Article 12 of its Bylaws, known as the **WETLANDS PROTECTION BYLAW**, by substituting the following sections:

Section 1 Purpose Substitute for the first two paragraphs:

The purpose of this bylaw is to protect the wetlands, water resources, and adjoining land areas in the Town of Boxford by controlling activities deemed by its Conservation Commission (hereinafter "Commission") likely to have a significant or cumulative effect upon resource area values, including but not limited to the following: public or private water supply, groundwater, flood control, erosion and sedimentation control, storm damage prevention, water quality, water pollution control, recreation values deemed important to the community, and riverfront area values (collectively, the "resource area values protected by this bylaw").

This bylaw is intended to utilize the Home Rule authority of this municipality to protect additional resource areas, for additional values, with additional standards and procedures stricter than those of the Wetlands Protection Act, MGL Chapter 131, Section 40 and Regulations thereunder, 310 CMR 10.00, as they may be amended.

Section 2 Jurisdiction Substitute for the entire section:

Except as permitted by the Commission or as provided by this bylaw, nó person shall commence to remove, fill, dredge, build upon, degrade, discharge into, or otherwise alter the following resource areas: any freshwater wetlands; marshes; wet meadows; bogs; swamps; lakes; ponds; rivers; streams; creeks; banks; beaches; vernal pools; large isolated wetlands; lands within 100 feet of any of the aforesaid resource areas; lands under waterbodies; lands subject to flooding or inundation by groundwater or surface waters; land within 100 feet of said land subject to flooding or inundation; riverfront area within 200 feet from the mean annual high-water line; (collectively the "resource areas protected by this bylaw"). Said resource areas shall be protected whether or not they border surface waters.

Section 3 Exceptions Substitute for the third paragraph:

Other than stated in this section, the exceptions provided in the Wetlands Protection Act, MGL Chapter 131, Section 40, and Regulations, 310 CMR 10.00, as they may be amended, shall not apply under this bylaw.

Section 4 Application for Permits and Requests for Determination of Applicability

Substitute for the first paragraph:

Written application shall be filed with the Commission to perform activities affecting resource areas protected by this bylaw. The application, formally known as the Notice of Intent or Request for Determination of Applicability, shall include such information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the resource areas protected by this bylaw. No activities shall commence without receiving and complying with a permit, formally known as an Order of Conditions or Conditions imposed on a Negative Determination of Applicability, issued pursuant to this bylaw.

Add after first paragraph:
The Commission in an appropriate case may accept as the permit application and plans under this bylaw the Notice of Intent and plans filed under the Wetlands Protection Act, MGL, Chapter 131, Section 40 and Regulations, 310 CMR 10.00, as they may be amended. At the time of a permit application (Notice of Intent), Request for Determination of Applicability, application for Partial Certificate of Compliance, or request for Extension Permit, the applicant shall pay a filing fee specified in Regulations of the Commission. The fee is in addition to that required, if any, by the Wetlands Protection Act, MGL Chapter 131, Section 40, and Regulations 310 CMR 10.00 as they may be amended.

Substitute for the second paragraph:
Any person desiring to know whether or not proposed activity or an area is subject to this bylaw may, in writing, request a determination from the Commission. Such a Request for Determination of Applicability shall contain data and plans as the Commission specifies, unless said request is only for an informal opinion as stipulated in Section 5 of this bylaw.

Section 5 Public Notice and Hearings

Substitute the following for the first paragraph:
Any person filing a permit application (Notice of Intent), Request for Determination of Applicability or request for Amendment to Order of Conditions with the Commission at the same time shall give written notice thereof, by certified mail (return receipt requested) or hand delivered, to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 500 feet of the property line of the applicant, including any in another municipality or across a body of water. In case of property that has frontage on a pond, abutters will include all those properties with frontage on the pond or pond association if in existence.
The notice to abutters shall enclose a copy of the application or request, with plans, or shall state where copies may be examined

and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing, and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.
The notice to abutters shall include at a minimum a sketch or map of the location and a description of proposed work.

Substitute for the fourth paragraph:
The Commission shall commence the public hearing within 21 days from receipt of a completed permit application or request for Determination of Applicability unless an extension is authorized in writing by the applicant.

Substitute for the sixth paragraph:
The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant.

Substitute for the seventh paragraph:
The Commission in an appropriate case may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act, MGL Chapter 131, Section 40, and Regulations, 320 CMR 10.00, as they may be amended.

Section 6 Permits, Determinations, and Conditions

Substitute for the fifth paragraph:
The Commission in an appropriate case may combine the permit or determination (other action on an application) issued under this bylaw with the Order of Conditions or Determination of Applicability issued under the Wetlands Protection Act, MGL Chapter 131, Section 40, and Regulations, 320 CMR 10.00, as they may be amended.

Section 8 Definitions

Substitute the following definitions or portions thereof, or add definitions as indicated, and alphabetize the definitions as amended:

"Alter"
subparagraph (g) Placing of obstructions or objects (including docks and piers) in water;

Add the following:
Abutter means the owner of any property any portion of which lies within 500 feet radially from any lot line of the subject property including owners of land directly opposite on any public or private street or way including any in another municipality or across a

body of water. In the case of property that has frontage on a pond, abutters shall include all those properties with frontage on the pond or pond association if in existence.

Beach means a naturally or man-made unvegetated bank which normally abuts and confines a water body.

Bogs are areas where standing or slowly running water is near or at the surface during a normal growing season and where a vegetational community has a significant portion of the ground or water surface covered with Sphagnum moss (Sphagnum) and where the vegetational community is made up of a significant portion of one or more of, but not limited to nor necessarily including all, of the following plants or groups of plants: aster (Aster nemoralis), azaleas (Rhododendron canadense and R. viscosum), black spruce (Picea mariana), bog cotton (Eriophorum), cranberry (Vaccinium macrocarpon), high-bush blueberry (Vaccinium corymbosum), larch (Larix laricina), laurels (Kalmia angustifolia and K. polifolia), leatherleaf (Chamaedaphne calyculata), orchids (Arethusa, Calopogon, Pogonia), pitcher plants (Sarracenia purpurea), sedges (Cyperaceae), sundews (Droseraceae), sweet gale (Myrica gale), white cedar (Chamaecyparis thyoldes).

Bordering Vegetated Wetlands are freshwater wetlands which border on creeks, streams, rivers, ponds and lakes. Bordering Vegetated Wetlands are areas where the soils are saturated and/or inundated such that they support a predominance (50% or greater) of wetland indicator plants.

Bordering Land Subject to Flooding is an area with low, flat topography adjacent to and inundated by flood waters rising from creeks, streams, rivers, ponds or lakes. The boundary of Bordering Land Subject to Flooding is the 100 year flood plain. It extends from the outer edge of a bank or Bordering Vegetated Wetland.

Buffer Zone means that area of land extending one hundred (100) feet horizontally outward from the boundary of the following resource areas: Freshwater Wetlands, Marshes, Wet Meadows, Bogs, Swamps, Lakes, Ponds, Rivers, Streams, Creeks, Banks, Beaches, Vernal Pools, large isolated wetlands, lands under waterbodies, lands subject to flooding or inundation by groundwater or surface water.

Creek means the same as a stream.

Dredge means to deepen, widen, or excavate, either temporarily or permanently.

Freshwater Wetlands are Wet Meadows, Marshes, Swamps and Bogs.

Isolated Land Subject to Flooding is any isolated depression without an inlet or outlet which at least once a year confines

standing water to a volume of at least one quarter acre-foot of water with an average depth of at least six inches. The boundary is the perimeter of the largest observed or recorded volume of water confined in the basin.

Lake means any open body of fresh water with a surface area of ten (10) acres or more, and shall include great ponds.

Large Isolated Wetlands means isolated wetlands 5000 square feet or larger.

Marshes are areas where a plant community exists in standing or running water during the growing season and where a significant part of the vegetational community is composed of, but not limited to nor necessarily including all, of the following plants or groups of plants: arums (Araceae), bladder worts (Utricularia), burr reeds (Sparganiaceae), button bush (Cephalanthus occidentalis), cattails (Typha), duck weeds (Lemnaceae), eelgrass (Vallisneria), frog bits (Hydrocharitaceae), horsetails (Equisetaceae), hydrophilic grasses (Gramineae), leatherleaf (Chamaedaphne calyculata), pickerel weeds (Pontederiaceae), pipeworts (Eriocaulon), pond weeds (Potamogeton), rushes (Juncaceae), sedges (Cyperaceae), smartweeds (Polygonum), sweet gale (Myrica gale), water milfoil (Haloragaceae), water lilies (Nymphaeaceae), water starworts (Callitrichaceae), water willow (Decodon verticillatus).

Mean Annual High-Water Line shall mean with respect to a river, the line that is apparent from visible markings or changes in the character of soils or vegetation due to the prolonged presence of water and which distinguishes between predominantly aquatic and predominantly terrestrial land.

Substitute the following:
Ponds shall include any substantially open body of fresh water with a surface area observed or recorded within ten years prior to the date of application, of at least 10,000 square feet. Ponds may be either naturally occurring or man-made by impoundment, excavation, or otherwise. Ponds shall contain standing water except for periods of extended drought. For purposes of this definition, extended drought shall mean any period of four or more months during which the average rainfall for each month is 50% or less of the ten year average for that same month.

Notwithstanding the above, the following man-made bodies of open water shall not be considered ponds: swimming pools or other impervious man-made basins; and individual gravel pits or quarries excavated from upland areas unless inactive for five or more consecutive years.

The term "resource areas" shall include any freshwater wetlands; marshes; wet meadows; bogs, swamps; lakes; ponds; rivers; streams; creeks; banks; beaches; vernal pools; large isolated wetlands;

lands under water in each resource area; riverfront area; land subject to flooding or inundation by groundwater or surface waters; and Buffer Zone as defined in this bylaw.

Add the following:
Resource Area Values shall include but are not limited to the following: public or private water supply, ground water, flood control, erosion and sedimentation control, storm damage prevention, water quality, water pollution control, fisheries, wildlife habitat, rare species habitat including rare plant species, agriculture, riverfront area values, and recreation values deemed important to the community.

River means a natural flowing body of water of any size that empties to any ocean, lake or other river and which flows throughout the year.

Riverfront Area means that area of land situated between a river's mean annual high-water line and a parallel line located two hundred (200) feet away, measured outward horizontally from the river's mean annual high-water line.

Stream is a body of running water, and the land under the water, including brooks, creeks, and man-made water courses, which moves in a definite channel in the ground due to hydraulic gradient. A portion of a stream may flow through a culvert, or beneath a bridge or beneath the surface of the ground. A stream may be intermittent (i.e., does not flow throughout the year) except for that portion upgradient of all resource areas.

Swamps are areas where ground water is at or near the surface of the ground for a significant part of the growing season or where runoff water from surface drainage frequently collects above the soil surface, and where a significant part of the vegetational community is made up of, but not limited to nor necessarily include all of the following plants or groups of plants: alders (Alnus), ashes (Fraxinus), azaleas (Rhododendron canadense and R. viscosum), black alder (Ilex verticillata), black spruce (Picea mariana), buttonbush (Cephalanthus occidentalis), American or white elm (Ulmus americana), white Hellebore (Veratrum viride), hemlock (Tsuga canadensis), high-bush blueberry (Vaccinium corymbosum), larch (Larix laricina), cowslip (Caltha palustris), poison sumac (Toxicodendron vernix), red maple (Acer rubrum), skunk cabbage (Symplocarpus foetidus), sphagnum mosses (Sphagnum), spice bush (Lindera benzoin), black gum tupelo (Nyssa sylvatica), sweet pepper bush (Clethra alnifolia), white cedar (Chamaecyparis thyoldes), willow (Salicaceae), common reed (Phragmites communis), jewelweed (impatiens capensis).

Substitute the following:
Vernal Pool shall include a confined basin depression of any size which, at least in most years, holds water for a minimum of two

continuous months during March through August, which is free of naturally occurring fish populations and which contains evidence of breeding by obligate vernal pool species as recognized by the Massachusetts Natural Heritage and Endangered Species Program.

Add the following:
Wetland Resource Area is any resource area other than the Buffer Zone.

Wet Meadows are areas where ground water is at the surface for the significant part of the growing season and near the surface throughout the year and where a significant part of the vegetational community is composed of various grasses, sedges, and rushes, made up of, but not limited to nor necessarily including all of the following plants or groups of plants: blue flag (Iris), vervain (Verbena), thoroughwort (Eupatorium), dock (Rumex), false loosestrife (Ludwigia), hydrophilic grasses (Gramineae), loosestrife (Lythrum), marsh fern (Dryopteris thelypteris), rushes (Juncaceae), sedges (Cyperaceae), sensitive fern (Onoclea sensibilis), smartweed (Polygonum).

and further, in the last paragraph, add at end of sentence: "as they may be amended."

Section 9 Security

Substitute for the entire section:
As part of a permit issued under this bylaw, in addition to any security required by any other municipal or state board, agency, or official, the Commission may require that the performance and observance of the conditions imposed thereunder (including conditions requiring mitigation work) be secured by the following method: By a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission to be released in whole or in part upon issuance of a Certificate of Compliance for work performed pursuant to the permit.

Section 10 Enforcement

Substitute for the seventh paragraph:
Seventh paragraph: As an alternative to criminal prosecution in a specific case, the Commission may issue citations under the non-criminal disposition procedure set forth in Mass. GL Chapter 40, Section 21D, as set forth in Article Eleven of the General Bylaws.

Section 12 Relation to the Wetlands Protection Act

Add to the end of paragraph: "as they may be amended"

Section 14 Fee Schedule

Add as new last paragraph:
The fee schedule shall be as defined in the Regulations.

Section 15 Wetlands Identification

Substitute for the entire section:
Wetlands resource areas and their boundaries shall be identified in the manner designated in Mass. DEP Handbook "Delineating Bordering Vegetated Wetlands under Mass. Wetlands Protection Act", March 1995.

Section 16 Associate Members of the Commission

Substitute for the entire section:
The Chairman, with the approval of a majority of the Commission, may appoint individuals for the purpose of assisting the Commission in various projects not involving applications or requests for determinations as defined in this bylaw. Such individuals shall be referred to as Associate Members, shall be non-voting members, and shall serve for a term of one year and may be reappointed as deemed appropriate by a majority of the Commission.

ARTICLE 42. To see if the Town will vote to borrow $200,000 from the Massachusetts Water Pollution Abatement Trust, for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with Board of Health and residential property owners, including without limitation all costs thereof as defined in § 1 of Chapter 29C of the Massachusetts General Laws; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to borrow $200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow $200,000 and issue bond or notes therefor under Massachusetts General Laws, Chapters 111 & 127B½ and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; and that the Board of Health is

authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects.

A 2/3 vote was required.

Finance Committee recommended adoption of this article.

ARTICLE 43. Proposed Land Purchase Warrant

Parties bringing a warrant before the Boxford Town Meeting requesting the Town of Boxford to purchase property must include the following information with the warrant:

1. A summary appraisal report from a licensed appraiser. The appraiser will be independent of the Town of Boxford and the party selling the property. The appraiser will be mutually agreed to by the Town of Boxford's Conservation Commission and the party selling the property. The Town of Boxford will pay for the appraisal.

2. A statement from the Town of Boxford's Planning Board roughly estimating the potential number of building lots within the property for sale.

3. A recommendation and a brief explanation from the Town of Boxford's Planning Board and another from the Town of Boxford's Conservation Commission establishing the recreational value of the property included in the warrant.

4. A recommendation and brief explanation from the Town of Boxford's Planning Board and another from the Town of Boxford's Conservation Commission establishing the natural resource and conservation value of the property included in the warrant; or take any other action thereon.

Upon motion made and duly seconded, Article 43 was defeated by majority voice vote.

ARTICLE 44. To see if the Town will vote to amend its General Bylaws by adding the following new **Section 9** to **ARTICLE TWO - ELECTED OFFICERS AND BOARDS:**

Section 9, Moderator

2-9-1 A Moderator shall be elected from the Town for a term of office of one year.

2-9-2 In matters requiring a two-thirds vote by statute, the Moderator may dispense with a count if the results of the vote were obviously more than a ⅔ majority. If seven or more voters request an actual count, it must be done; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the General Bylaws by adding the following new **Section 9** to **ARTICLE TWO - ELECTED OFFICERS AND BOARDS:**

Section 9, Moderator

2-9-1 A Moderator shall be elected from the Town for a term of office of one year.

2-9-2 In matters requiring a two-thirds vote by statute, the Moderator may dispense with a count if the results of the vote were obviously more than a ⅔ majority. If seven or more voters request an actual count, it must be done.

ARTICLE 45. To see if the Town will vote to ratify the contract entered into by the Town, by and through the Chairman of the Board of Selectmen, with Shah Construction Company, Inc., dated March 28, 1996, and entitled: "Renovations and Additions to the Spofford Pond School and the H.L. Cole School, Boxford, MA"; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to ratify the contract entered into by the Town, by and through the Chairman of the Board of Selectmen, with Shah Construction Company, Inc., dated March 28, 1996, and entitled: "Renovations and Additions to the Spofford Pond School and the H.L. Cole School, Boxford, MA".

ARTICLE 46. To see if the Town will vote amend its General Bylaws by inserting the following to **Section 1** of **ARTICLE TWO - ELECTED OFFICERS AND BOARDS:**

Section 1, Board of Selectmen

2-1-10 The Board of Selectmen and the Procurement Officer or officers designated pursuant to M.G.L. Chapter 30B are authorized to enter into any contract for the exercise of the Town's corporate powers, on such terms and conditions as are deemed appropriate. Notwithstanding the foregoing, no person shall contract for any purposes, on any terms, or under any conditions inconsistent with any applicable provision of any general or special law; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the General Bylaws by inserting the following to **Section 1** of **ARTICLE TWO - ELECTED OFFICERS AND BOARDS:**

Section 1, Board of Selectmen

2-1-10 The Board of Selectmen and the Procurement Officer or officers designated pursuant to M.G.L. Chapter 30B are authorized to enter into any contract for the exercise of the Town's corporate powers, on such terms and conditions as are deemed appropriate.

Notwithstanding the foregoing, no person shall contract for any purposes, on any terms, or under any conditions inconsistent with any applicable provision of any general or special law.

ARTICLE 47. To see if the Town will vote to amend its General Bylaws by adding the following new **Section 3** to **ARTICLE NINE - LICENSING AND PEDDLING:**

Section 3: Delinquent Taxpayers; Licenses and Permits Bylaw

9-3-1 List of Persons Neglecting or Refusing to Pay Taxes, Assessments or Municipal Charges. The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the Tax Collector, shall annually furnish to each Department, Board, Commission or Division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve (12) month period, and that such a party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

9-3-2 Denial, Refusal or Suspension of License; Hearing. The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the Tax Collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the Tax Collector; provided, however, that written notice is given to the party and the Tax Collector, as required by applicable provisions of law and the party is given a hearing, to be held not earlier than fourteen (14) days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The Tax Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the Tax Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges,

payable to the municipality as of the date of issuance of said certificate. Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

9-3-3 Waiver of Denial, Suspension or Revocation. The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate
family, as defined in M.G.L. Chapter 268A, § 1 in the business or activity conducted in or on said property.

9-3-4 Exceptions. This Bylaw shall not apply to the following licenses and permits as referenced in the M.G.L.: Open Burning, § 13 of Chapter 48; Bicycles Permits, § 11A of Chapter 85; Sales of Articles for Charitable Purposes, § 33 of Chapter 101; Children Work Permits, § 69 of Chapter 149; Clubs, Associations Dispensing Food or Beverage Licenses, § 21E of Chapter 140; Dog Licenses, § 137 of Chapter 140; Fishing, Hunting, Trapping Licenses, § 12 of Chapter 101; Marriage Licenses, § 28 of Chapter 207; and Theatrical Events, Public Exhibition Permits, § 181 of Chapter 140; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the General Bylaws by adding the following new **Section 3** to **ARTICLE NINE - LICENSING AND PEDDLING:**

Section 3: Delinquent Taxpayers; Licenses and Permits Bylaw

9-3-1 List of Persons Neglecting or Refusing to Pay Taxes, Assessments or Municipal Charges. The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments and other municipal charges, hereinafter referred to as the Tax Collector, shall annually furnish to each Department, Board, Commission or Division, hereinafter referred to as the licensing authority, that issues licenses or permits including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the party, that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve (12) month period, and that such a party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

9-3-2 Denial, Refusal or Suspension of License; Hearing. The licensing authority may deny, revoke or suspend any license or permit, including renewals and transfers of any party whose name appears on said list furnished to the licensing authority from the Tax Collector or with respect to any activity, event or other matter which is the subject of such license or permit and which activity, event or matter is carried out or exercised or is to be carried out or exercised on or about real estate owned by any party whose name appears on said list furnished to the licensing authority from the Tax Collector; provided, however, that written notice is given to the party and the Tax Collector, as required by applicable provisions of law and the party is given a hearing, to be held not earlier than fourteen (14) days after said notice. Said list shall be prima facie evidence for denial, revocation or suspension of said license or permit to any party. The Tax Collector shall have the right to intervene in any hearing conducted with respect to such license denial, revocation or suspension. Any findings made by the licensing authority with respect to such license denial, revocation or suspension shall be made only for the purposes of such proceeding and shall not be relevant to or introduced in any other proceeding at law, except for any appeal from such license denial, revocation or suspension. Any license or permit denied, suspended or revoked under this section shall not be reissued or renewed until the license authority receives a certificate issued by the Tax Collector that the party is in good standing with respect to any and all local taxes, fees, assessments, betterments or other municipal charges, payable to the municipality as of the date of issuance of said certificate. Any party shall be given an opportunity to enter into a payment agreement, thereby allowing the licensing authority to issue a certificate indicating said limitations to the license or permit and the validity of said license shall be conditioned upon the satisfactory compliance with said agreement. Failure to comply with said agreement shall be grounds for the suspension or revocation of said license or permit; provided, however, that the holder be given notice and a hearing as required by applicable provisions of law.

9-3-3 Waiver of Denial, Suspension or Revocation. The Board of Selectmen may waive such denial, suspension or revocation if it finds there is no direct or indirect business interest by the property owner, its officers or stockholders, if any, or members of his immediate family, as defined in M.G.L. Chapter 268A, § 1 in the business or activity conducted in or on said property.

9-3-4 Exceptions. This Bylaw shall not apply to the following licenses and permits as referenced in the M.G.L.: Open Burning, § 13 of Chapter 48; Bicycles Permits, § 11A of Chapter 85; Sales of Articles for Charitable Purposes, § 33 of Chapter 101; Children Work Permits, § 69 of Chapter 149; Clubs, Associations Dispensing Food or Beverage Licenses, § 21E of Chapter 140; Dog Licenses, § 137 of Chapter 140; Fishing, Hunting, Trapping Licenses, § 12 of

Chapter 101; Marriage Licenses, § 28 of Chapter 207; and Theatrical Events, Public Exhibition Permits, § 181 of Chapter 140.

ARTICLE 48. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $3,000 for the purpose of providing Senior Citizen Real Estate Tax Payment Vouchers for services rendered on behalf of various Town departments, pursuant to an agreement to be formulated by the Council on Aging and approved by the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $3,000 for the purpose of establishing a Senior Citizen Real Estate Tax Payment Assistance Program for services rendered on behalf of various Town departments, pursuant to an agreement to be formulated by the Council on Aging and approved by the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 49. To see of the Town will vote to amend Section V,B of the Boxford Zoning Bylaw as follows:

By "Deleting" paragraphs 2., 4., and 10.a.,c.,e., and f., and by making appropriate number and letter corrections, and "Inserting" the following:

Prohibited Uses:

1. Automobile repair, auto body repair, and gasoline service establishments, and any and all accessory or related uses.
2. Store or service establishments which offer any goods or services by means of Drive-Thru, Drive-In, open air, or other method which require any operation outside the establishment.
3. Wholesale or retail food service establishments and any and all accessory or related uses.
4. Commercial amusement enterprises such as, but not limited to bowling, theater, video arcade, and any and all accessory and related uses.
5. Town house, and multiple dwelling units.
6. Adult bookstores*, adult entertainment establishment*, adult motion picture theater*, and adult video store*.

*As defined in accordance with M.G.L. Chapter 272, § 31

NOTE: Section V,B, Paragraphs 2,4 and 10, a, c e, and f currently read as follows:

Permitted Uses:

2. Retail store or service establishment, the principal activities of which shall be the offering within the building of goods or services at retail for use or consumption within the building or off the premises.

4. Restaurant or other place for serving food.

10. Subject to the grant of a Special Permit by the Board of Appeals as provided for in Section X below, the following:
a. Gasoline Service Station provided that repairs shall be limited to minor changes and adjustments and that gasoline pumps and equipment shall be so located that vehicles to be served are entirely upon the service station lot.
c. Store or service establishment, the principal activities of which shall be the offering of goods and services at retail by means of drive-in, open air or other methods which require operations as much outside the building as within.
e. Commercial amusement enterprises such as bowling, theater, clock golf, skating and similar enterprises.
f. Multiple dwellings of not less than four (4) and not more than sixteen (16) dwelling units; building lots to contain at least two (2) acres for each dwelling unit and not more than one (1) multiple dwelling unit to be placed on any single lot.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 49.

ARTICLE 50. To see if the Town will vote to amend Section VI,E. of the Boxford Zoning Bylaw as follows:

By "Deleting" Paragraphs #3 and #4, "Inserting" therein the following:

3. No sign in any district shall be flashing or animated, nor shall be illuminated by other than white light directed within the area of the sign, and no illumination shall be allowed beyond 8:00 P.M.

4. In Business and Manufacturing or Industrial Districts, signs shall only be permitted as follows:

A. For the identification of the name of the business company or agency only and shall not exceed three (3) feet in height nor six (6) feet in length and further shall not exceed a total area of fifteen (15) square feet.
B. Signs shall only be located on the side of the building above the front entrance of the business company or agency.

NOTE: Section VI,E, paragraphs 3 and 4 currently read as follows:

3. No sign in any district shall be flashing or animated, nor shall be illuminated by other than white light, nor project beyond any street line or above any building.

4. In Business and Manufacturing or Industrial Districts signs will be permitted:
a. Advertising goods and services available on the premises,

not exceeding one (1) square foot for every linear foot of store frontage and in no case exceeding a total area of thirty-six (36) square feet per lot.

b. For identification of the business, company or agency on a wall or parapet of the main building not exceeding thirty (30) square feet for each separate business in a Business district and not exceeding three hundred (300) square feet in a Manufacturing or Industrial District.

c. For the purpose of identifying the business development or shopping center, one (1) freestanding sign with a total of thirty-six (36) square feet of area for each street on which the business development fronts.

5. Signs no larger than fifty (50) square feet may be erected for not more than thirty (30) days if relating to a non-profit charitable public event authorized by the Selectmen.

Upon motion made and duly seconded, it was VOTED, by a greater than 2/3 majority hand vote, to amend Section VI E of the Boxford Zoning Bylaw as follows:

By inserting in Paragraph 3, following the words "above any building," the following:

"and no illumination shall be allowed beyond 8:00 p.m. or after the business closes for the night, whichever is earlier, said sign allowed to be again illuminated when the business reopens the following morning."

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the original motion by replacing "light allowed to be again illuminated" with "sign allowed to be again illuminated."

A 2/3 vote was required.

ARTICLE 51. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by adding to Section VIII a new paragraph (15) entitled **"Wireless Communication Facilities"** as printed in this Warrant; or take any other action thereon.

(Article language at end of this Warrant)

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the Zoning Bylaw of the Town of Boxford by adding to Section VIII a new paragraph (15) entitled **"Wireless Communication Facilities"** and a new paragraph (16) entitled **"Wireless Communication Services".**

15. "Wireless Communication Facility" shall mean a wireless communications monopole, including antennas and accessory structures, if any, which facilitates the provision of wireless communications services.

16. **"Wireless Communications Services"** shall mean the following types of services: cellular telephone service, personal communications and enhanced specialized mobile radio service.

Add the following new Section V as follows:

Section V-J. Wireless Communications Services District

1. **Purpose:** The purpose of this section is to establish a district in which wireless communications services may be provided with a minimal harm to the public health, safety and general welfare. Specifically, the Wireless Communications District has been created to protect the general public from hazards associated with wireless communications facilities on residential districts with Boxford. This section is subject to the exemptions enumerated in paragraph 5.

2. **Description of Areas Included in the Wireless Communications Services District:**

a. The Wireless Communications Services District shall include all land owned by the Town of Boxford which is held in the care, custody, management and control of the Board of Selectmen and all land located in an O-Official or Open Space District, B-2 General and Highway Business District and M-Manufacturing or Industrial District.

b. The Wireless Communications Services District shall be construed as an overlay district with regard to said locations. All requirements of the underlying zoning district shall remain in full force and effect, except as may be specifically superseded herein.

3. **Use Restrictions:** A wireless communications facility (including antennas and accessory structures, if any), antenna or satellite dish may be erected in a Wireless Communications Services District upon the issuance of a special permit by the Zoning Board of Appeals pursuant to Section X, subject to site plan review and approval as set forth herein at Section VI-H, subject to the following conditions:

a. The only wireless communication facilities allowed are free-standing monopoles, with associated antenna and/or panels. Lattice style towers and similar facilities requiring three or more legs and/or guy wires for support are not allowed.

b. To the extent feasible, all service providers shall co-locate on a single facility. Wireless communications facilities shall be designed to accommodate the maximum number of users technologically practical. The intent of this requirement is to reduce the number of facilities which will be required to be located within the community.

c. Any proposed extension in the height, addition of cells, antennas, panels, construction of a new facility, shall be subject to a new application for an amendment to the special permit.

d. New facilities shall be considered by the Zoning Board of Appeals only upon a finding by the ZBA that the existing or approved facilities cannot accommodate the wireless communications equipment planned for the proposed facility.

e. In no event shall any facility be located closer than two (2) miles to any other such facility.

f. No facility or attached accessory antenna shall exceed one hundred-twenty (120) feet in height as measured from the mean finished ground level at the base of the facility.

g. All facilities shall be designed to be constructed at the minimum height necessary to accommodate the anticipated and future use.

h. A facility shall not be erected nearer to any property line than a distance equal to the vertical height of the facility (inclusive of any appurtenant devices), measured at the mean finished grade of the facility base.

i. A facility shall not be erected nearer to a residential lot line than five hundred (500) feet.

j. Siting shall be such that the view of the facility from adjacent abutters, residential neighbors and other areas of Town shall be as limited as possible. Al facilities shall be painted or otherwise colored so they will blend in with the landscape of the structure on which they are located. A different coloring scheme shall be used to blend the facility with the landscape below and above the tree or building line.

k. Wireless communication facilities shall be suitably screened from abutters and residential neighborhoods.

l. Fencing shall be provided to control access to wireless communications facilities and shall be compatible with the scenic character of the Town. Chain-link is not acceptable.

m. Existing on-site vegetation shall be preserved to the maximum extent possible.

n. There shall be no signs, except for announcement signs, no trespassing signs and a required sign giving a phone number where the owner can be reached on a twenty-four (24) hour basis. All signs shall conform with the Sign Bylaw (Section VI-E).

o. Night lighting of the facilities shall be prohibited unless required by the Federal Aviation Administration (FAA). Lighting shall be limited to that needed for emergencies and/or as required by the FAA.

p. There shall be a maximum of one (1) parking space for each facility, to be used in connection with the maintenance of the facility and the site, and not to be used for the permanent storage of vehicles.

q. To the extent technologically feasible, all network interconnections from the facility shall be via land lines.

r. Applicants proposing to erect facilities on municipally owned land or structures shall provide evidence of contractual authorization from the Town of Boxford to conduct wireless communications services on municipally owned property.

s. Traffic associated with the facility and accessory facilities and structures shall not adversely affect abutting ways.

t. Satellite dishes and/or antenna may be located on structures or may be free-standing.

u. Satellite dishes and/or antenna shall be situated on a structure in such a manner that they are screened, preferably not being visible from abutting streets. Free-standing dishes and/or antenna shall be located on the landscape in such a manner so as to minimize visibility from abutting streets and residences and to limit the need to remove existing vegetation. All equipment shall be colored, molded and/or installed to lend into the structure and/or landscape.

v. Antennas or dishes located on a structure shall not exceed ten (10) feet in height above the level of its attachment to the structure.

w. Annual certification demonstrating continuing compliance with the standards of the Federal Communication Commission, Federal Aviation Administration and the American National Standards Institute and required maintenance shall be filed with the Building Inspector by the Special Permit holder.

x. All unused facilities or parts thereof or accessory facilities and structures which have not been used for one (1) year shall be dismantled and removed at the owner's expense.

4. **Procedure for a Special Permit**

A. All applications for wireless communications facilities, antennas or satellite dishes shall be made and filed on the

applicable application forms for site plan and special permit in compliance with the Boxford Zoning Board of Appeals Application instructions. In addition to the requirements for Site Plan review under Section VI-H of the Zoning Bylaw of the Town of Boxford and the Special Permit Requirements under Section X-D, E, F, G, H of the Zoning Bylaw of the Town of Boxford, five (5) copies of the following information must be submitted for application to be considered complete:

i) A locus plan at a scale 1 in. = 200 ft. which shall show all property lines, the exact location of the proposed structure(s), street, landscape/topography features, residential dwellings and neighborhoods and all buildings within five hundred (500) feet of the facility.

ii) A color photograph or rendition of the facility with its antennas and/or panels. For satellite dishes or antennas, a color photograph or rendition illustrating the dish or antenna at the proposed location is required. A rendition shall also be prepared illustrating a view of the monopole, dish or antenna from the nearest street or streets.

iii) The following information must be prepared by a professional engineer:

a. A description of the facility and the technical, economic and other reasons for the proposed location, height and design.

b. Confirmation that the facility complies with all applicable Federal and State standards.

c. A description of the capacity of the facility including the number and type of panels, antennas and/or transmitter receivers that it can accommodate and the basis for these calculations.

d. If applicable, a written statement that the proposed facility complies with, or is exempt from applicable regulations administered by the Federal Aviation Administration (FAA), Federal Communications Commission (FCC), and the Massachusetts Aeronautics Commission and the Massachusetts Department of Public Health, and

e. The applicable review and advertising fees as noted in the application guidelines.

5. **Exemptions**

A. The following types of wireless communications facilities are exempt from this Section J:

i) Amateur radio towers used in accordance with the terms of the amateur radio service license issued by the Federal Communications Commission, provided that (1) the tower is not used or licensed for any commercial purpose, and (2) the tower must be removed if the use is discontinued for one year.
ii) Facilities used for the purposes set forth in M.G.L. c. 40A, paragraph 3.
iii) Satellite dishes and antennae for residential use.

At this point in the Annual Town Meeting, Nancy Pearl was honored for her 15 years of dedication to the Board of Health.

ARTICLE 52. To see if the Town will vote to amend the General Bylaws by adding the following paragraph at the end of Article 8, Section 4-6, dealing with the licensing of dogs:

8-4-6

The failure of an owner or keeper of a dog six months of age or older to be vaccinated against rabies by a licensed veterinarian using a vaccine approved by the Massachusetts Department of Public Health shall be subject to a non-criminal fine of not more than $50.00, pursuant to Section 4 of Article 11 of the General Bylaws of the Town; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the General Bylaws by adding the following paragraph at the end of Article 8, Section 4-6, dealing with the licensing of dogs:

8-4-6

The failure of an owner or keeper of a dog six months of age or older to have said animal vaccinated against rabies by a licensed veterinarian using a vaccine approved by the Massachusetts Department of Public Health shall be subject to a non-criminal fine of not more than $50.00, pursuant to Section 4 of Article 11 of the General Bylaws of the Town.

ARTICLE 53. To see if the Town will vote to amend the Article 8, Section 4-5 of the General Bylaws by amending the fine schedule as follows:

8-4-5
Notwithstanding the schedule of fines set forth in Chapter 140, § 173A, General Laws, the following schedule shall apply to the failure of any owner or keeper of dogs to comply with an order of the dog officer: first offense within a calendar year shall be a warning; second offense within a calendar year shall be **twenty-five dollars** (increase from ten dollars); third or subsequent offense within a calendar year shall be **fifty dollars** (increase from twenty-five dollars); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the Article 8, Section 4-5 of the General Bylaws by amending the fine schedule as follows:

8-4-5

Notwithstanding the schedule of fines set forth in Chapter 140, § 173A, General Laws, the following schedule shall apply to the failure of any owner or keeper of dogs to comply with an order of the dog officer: first offense within a calendar year shall be a warning; second offense within a calendar year shall be **twenty-five dollars** (increase from ten dollars); third or subsequent offense within a calendar year shall be **fifty dollars** (increase from twenty-five dollars).

ARTICLE 54. To see if the Town will vote to accept Chapter 32B, Section 18 of the Massachusetts General Laws which would require that all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefits supplement plan offered by the town; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to accept Chapter 32B, Section 18 of the Massachusetts General Laws which would require that all eligible municipal retirees in the Town of Boxford, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefits supplement plan offered by the town.

ARTICLE 55. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $10,000 to create a "Compensated Absence Fund;" said Fund to be managed and said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from the Stabilization Fund the sum of $10,000 to create a "Compensated Absence Fund;" said Fund to be managed and said funds to be spent under the direction of the Board of Selectmen.

A 2/3 vote was required.

Finance Committee recommended adoption of this article.

ARTICLE 56. To see if the Town will vote to accept Massachusetts General Laws Chapter 111, § 155 "Licensing of Stables in Cities and Large Towns; Fees," and establish said fee at $10.00 per stable per seven year licensing period; and to amend Article Seven of the General Bylaws by adding said section as follows:

ARTICLE SEVEN - PUBLIC HEALTH

7-7-7 A licensing fee of $10.00 shall be assessed for each stable; said fee to be paid once per seven year period; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept Massachusetts General Laws Chapter 111, Section 155 "Licensing of Stables in Cities and Large Towns; Fees," and establish said fee at $10.00 per stable per seven year licensing period; and to amend Article Seven of the General Bylaws by adding said section as follows:

ARTICLE SEVEN - PUBLIC HEALTH

7-7-7 A licensing fee of $10.00 shall be assessed for each stable; said fee to be paid once per seven year period

ARTICLE 57. To see if the Town will vote to amend the General Bylaws by **deleting** Section 2-1-8, which currently reads as follows:

"2-1-8 The Board of Selectmen shall be authorized to sell by public bid, lease, or dispose of personal property owned by the Town not exceeding $3,000 in total value, without prior authorization of the town meeting;" and **substituting** the following language:

"2-1-8 The Board of Selectmen shall be authorized to dispose of personal property owned by the Town pursuant to MGL Chapter 30B;" or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the General Bylaws by **deleting** Section 2-1-8, which currently reads as follows:

"2-1-8 The Board of Selectmen shall be authorized to sell by public bid, lease, or dispose of personal property owned by the Town not exceeding $3,000 in total value, without prior authorization of the town meeting;" and **substituting** the following language:

"2-1-8 The Board of Selectmen shall be authorized to dispose of personal property owned by the Town pursuant to MGL Chapter 30B."

Finance Committee recommended adoption of this article.

ARTICLE 58. To see if the Town will vote to accept the following as a public way:
CARRIAGE HOUSE LANE (Baldpate Pond, Phase I) in its entirety from station 0+00 to station 10+72.02 as shown on plan entitled "As-Built Subdivision Plan of Carriage House Lane, Baldpate Pond Subdivision Phase I, Boxford, MA, prepared for Baldpate Pond

Limited Partnership; Engineer, Thomas E. Neve Associates, Inc., dated February 8, 1995" and recorded in the Essex South Registry of Deeds, Land Court Certificate #64106, Plan #29220E, and to authorize the Board of Selectmen to accept any easements appurtenant thereto; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way:
CARRIAGE HOUSE LANE (Baldpate Pond, Phase I) in its entirety from station 0+00 to station 10+72.02 as shown on plan entitled "As-Built Subdivision Plan of Carriage House Lane, Baldpate Pond Subdivision Phase I, Boxford, MA, prepared for Baldpate Pond Limited Partnership; Engineer, Thomas E. Neve Associates, Inc., dated February 8, 1995" and recorded in the Essex South Registry of Deeds, Land Court Certificate #64106, Plan #29220E, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 59. To see if the Town will vote to accept the following as a public way:
MORNINGSIDE CIRCLE (Baldpate Pond, Phase II) in its entirety from station 0+00 to station 8+55.20 as shown on plan entitled "As-Built Subdivision Plan Great Pond Drive Phase II, Boxford, MA prepared for Baldpate Pond Limited Partnership; Engineer, Thomas E. Neve Associates, Inc., dated October 5, 1995" and recorded in the Essex South District Registry of Deeds, Plan Book 291, Plan #83, and to authorize the Board of Selectmen to accept any easements appurtenant thereto; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way:
MORNINGSIDE CIRCLE (Baldpate Pond, Phase II) in its entirety from station 0+00 to station 8+55.20 as shown on plan entitled "As-Built Subdivision Plan Great Pond Drive Phase II, Boxford, MA prepared for Baldpate Pond Limited Partnership dated October 5, 1995, prepared by Thomas E. Neve Associates, Inc., See Definitive Subdivision Plan recorded in the Land Registration Office (at Land Court) as Plan #29220J and in the Essex South Registry of Deeds, Plan Book 291, Plan #83, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 60. To see if the Town will vote to accept the following as a public way:
GREAT POND DRIVE (Baldpate Pond, Phase III) beginning on Georgetown Road at station 63+64.03 to station 49+69.10 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive Phase III, Boxford, MA prepared for Baldpate Pond Limited Partnership, Engineer, Thomas E. Neve Associates, Inc., dated October 9, 1995" and recorded in the Essex South District Registry of Deeds, Book 292, Plan #35, and to authorize the Board of Selectmen to accept any easements appurtenant thereto; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way:

GREAT POND DRIVE (Baldpate Pond, Phase III) beginning on Georgetown Road at station 63+64.03 to station 49+69.10 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive Phase III, Boxford, MA prepared for Baldpate Pond Limited Partnership, Engineer, Thomas E. Neve Associates, Inc., dated October 9, 1995" and recorded in the Essex South District Registry of Deeds, Book 292, Plan #35, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 61. To see if the Town will vote to accept the following as a public way:
GREAT POND DRIVE (Baldpate Pond, Phase IV) from station 15+00 to station 34+54.47 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive Phase IV, Boxford, MA prepared for Baldpate Pond Limited Partnership, Engineer, Thomas E. Neve Associates, Inc., dated February 16, 1996" and recorded in the Essex South District Registry of Deeds, Plan Book 297, Plan #2, and to authorize the Board of Selectmen to accept any easements appurtenant thereto; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way: a portion of **GREAT POND DRIVE** (Baldpate Pond, Phase IV) from station 15+00 to station 34+54.47 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive Phase IV, Boxford, MA prepared for Baldpate Pond Limited Partnership, dated February 16, 1996" prepared by Thomas E. Neve Associates, Inc., and recorded in the Essex South District Registry of Deeds, Plan Book 297, Plan #2, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 62. To see if the Town will vote to accept the following as a public way: a portion of **MEETING** PLACE **CIRCLE** (Baldpate Pond Phase V) from station 4+23.49 to station 15+22.58 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive, Baldpate Pond Subdivision, Phase V, Boxford, MA prepared for Baldpate Pond Limited Partnership, dated October 22, 1996, prepared by Thomas E. Neve Associates, Inc.". See Definitive Subdivision Plan recorded in the Land Registration Office (at Land Court) as Plan #29220M in the Essex South District Registry of Deeds in Plan Book 296, as Plan 91, and to authorize the Board of Selectmen to accept any easements appurtenant thereto, or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way:
MEETING PLACE CIRCLE from station 4+23.49 to station 15+22.58 as shown on a plan entitled "As-Built Subdivision Plan of Great Pond Drive, Baldpate Pond Subdivision, Phase V, Boxford, MA prepared for Baldpate Pond Limited Partnership, dated October 22, 1996, prepared by Thomas E. Neve Associates, Inc." See Definitive Subdivision Plan recorded in the Land Registration Office (at Land Court) as Plan #29220M in the Essex South District Registry of Deeds in Plan Book 296, as Plan 91, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 63. To see if the Town will vote to accept the following as a public way: **JOSEPH SMITH LANE EXTENSION** in its entirety, as shown on a plan entitled "Definitive Plan Joseph Smith Lane Extension Boxford, Mass.", Developer Tree Swamp Farm, Inc., Engineer: Hayes Engineering, Inc., dated August 28, 1990, revised November 21, 1990, filed with Essex South District Registry of Deeds in Plan Book 274, Plan 63, and to authorize the Board of Selectmen to accept any easements appurtenant thereto, or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept the following as a public way: **JOSEPH SMITH LANE EXTENSION** in its entirety, as shown on a plan entitled "Definitive Plan Joseph Smith Lane Extension Boxford, Mass.", Developer Tree Swamp Farm, Inc., Engineer: Hayes Engineering, Inc., dated August 28, 1990, revised November 21, 1990, filed with Essex South District Registry of Deeds in Plan Book 274, Plan 63, and to authorize the Board of Selectmen to accept any easements appurtenant thereto.

ARTICLE 64. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by **adding the following sentence at the end of the first paragraph of Section VII A:** (underlined sentence below):

> Section VII -- General Regulations
> A. Soil Stripping
> The removal of sod, loam, sand, gravel or quarried stone forming a part of the real estate in the Town of Boxford, except when necessarily incidental to or in connection with the construction, at the site of removal, or a building for which a permit has been issued, or for grading or otherwise improving the premises of which such building is a part, shall not be permitted unless a Special Permit from the Board of Appeals be first obtained. "To be considered incidental, the total volume of material removed may not exceed 500 cubic yards;" or take any other action thereon.

Explanation: *Quantifying the maximum amount which may be removed without obtaining a Special Permit will greatly reduce the uncertainty and ambiguity of the present requirement.*

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the Zoning Bylaw of the Town of Boxford by **adding the following sentence at the end of the first paragraph of Section VII A:** (underlined sentence below):

> Section VII -- General Regulations
> A. Soil Stripping
> The removal of sod, loam, sand, gravel or quarried stone forming a part of the real estate in the Town of Boxford, except when necessarily incidental to or in connection with the construction, at the site of removal, or a building for which

a permit has been issued, or for grading or otherwise improving the premises of which such building is a part, shall not be permitted unless a Special Permit from the Board of Appeals be first obtained. "To be considered incidental, the total volume of material removed may not exceed 500 cubic yards."

A 2/3 vote was required.

ARTICLE 65. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by **deleting Sub-Paragraph 5 of Section II B.** which currently reads as follows:

5. Where a district boundary line between a Residence-Agriculture, Business and/or Manufacturing or Industrial District divides any lot existing at the time such line is adopted, the regulations for the less restricted portions of such lot shall extend no more than thirty (30) feet into the more restricted portion, provided the lot has frontage in the less restricted district; or take any other action thereon.

Explanation: *The present paragraph allows an automatic 30 foot extension of a Business Manufacturing or Industrial District into an adjacent Residential District under certain circumstances. The Planning Board feels that such extensions have a large potential adverse impact and would better be made by vote of Town Meeting.*

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the Zoning Bylaw of the Town of Boxford by **deleting Sub-Paragraph 5 of Section II B.** which currently reads as follows:

5. Where a district boundary line between a Residence-Agriculture, Business and/or Manufacturing or Industrial District divides any lot existing at the time such line is adopted, the regulations for the less restricted portions of such lot shall extend no more than thirty (30) feet into the more restricted portion, provided the lot has frontage in the less restricted district.

A 2/3 vote was required.

ARTICLE 66. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by **deleting the final phrase (underlined section below) of Section VI B 11** which reads as follows:

11. Following acceptance of this Bylaw, no lot for residential use shall be laid out which is irregular in shape:

a. A lot with at least 250 feet of street frontage is substantially irregular in shape if the area of the lot is less than 50% of the area of a square lot of the same perimeter; and

b. A lot with less than 250 feet of street frontage is substantially irregular in shape if the area of the lot is less than 20% of the area of a square lot of the same perimeter.
The aforementioned percentage standards may be applied to the entire lot or, at the discretion of the owner, to the minimum lot area which conforms to all other requirements of these bylaws, except that for the purposes of this sentence only, the minimum lot area need not include the lot's frontage; or take any other action thereon.

Explanation: *Elimination of the underlined phrase will require that the pork chop "handle" be included in the regularity calculation and have the effect of limiting its length.*

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend the Zoning Bylaw of the Town of Boxford by **deleting the final phrase (underlined section below) of Section VI B 11** which reads as follows:

11. Following acceptance of this Bylaw, no lot for residential use shall be laid out which is irregular in shape:
a. A lot with at least 250 feet of street frontage is substantially irregular in shape if the area of the lot is less than 50% of the area of a square lot of the same perimeter; and
b. A lot with less than 250 feet of street frontage is substantially irregular in shape if the area of the lot is less than 20% of the area of a square lot of the same perimeter.
The aforementioned percentage standards may be applied to the entire lot or, at the discretion of the owner, to the minimum lot area which conforms to all other requirements of these bylaws, except that for the purposes of this sentence only, the minimum lot area need not include the lot's frontage

A 2/3 vote was required.

At this point in the Annual Town Meeting, Kurt Kaiser was cited and thanked for his 12 years of service on the Planning Board.

ARTICLE 67. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by adding to Section VIII a new paragraph (15) entitled **"Wireless Communication Facilities"** and a new paragraph (16) entitled **"Wireless Communications Services"** as follows:

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 67.

ARTICLE 68. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund a Reserve Fund; said funds to be spent under the direction of the Finance Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from the Reserve for Extraordinary and Unforeseen Expenditures the sum of $100,000 to fund a Reserve Fund; said funds to be spent under the direction of the Finance Committee.

A 2/3 vote was required.
Finance Committee recommended adoption of this article.

ARTICLE 69. To transact any other business that may legally come before said meeting.

Upon motion made and duly seconded, it was VOTED, by unanimous vote, to dissolve this Annual Town Meeting at 11:06 p.m.

Registered voters attending the meeting were 313. Counters and checkers for the meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST: Patricia Shields
Town Clerk

RAISE AND APPROPRIATE:	
Article 10	$11,606,670.00
Article 18 (Prop. 2-1/2 override)	100,000.00
Article 20 (Prop. 2-1/2 override)	95,491.00
Article 21 (Prop. 2-1/2 override)	127,000.00
Article 25 (Prop. 2-1/2 override)	33,700.00
Article 26 (Prop. 2-1/2 override)	11,400.00
Article 27 (Prop. 2-1/2 override)	24,725.00
TOTAL TO BE RAISED AND APPROPRIATED:	$11,998,986.00

APPROPRIATIONS:	
Article 3 (from Enterprise Fund Receipts)	$ 188,825.00
Article 7 (from Wetlands Protection Fund)	9,610.96
Article 19 (for Highway Maintenance /Construction)	305,523.00
TOTAL TO BE APPROPRIATED:	$ 503,958.96

Boxford Adjourned Annual Town Meeting - May 22, 1997

TRANSFERS:

Article 10	(from free cash to operating budget)	$ 75,566.00
Article 12	(from free cash to COPSFAST)	14,400.00
Article 13	(from free cash to HAWC)	1,500.00
Article 14	(from free cash to Tri-Town Council)	21,269.00
Article 34	(from Art. 22 5/9/95 ATM	15,000.00
	from Art. 29 5/15/96 ATM to Recycling Center)	23,560.00
Article 35	(from free cash and	1,908.23
	from Art. 28-5/10/94 ATM,	505.27
	from Art. 43-5/9/95 ATM,	2,756.18
	from Art. 6-5/14/96 STM,	25.00
	from Art. 21-5/14/96 ATM,	401.00
	from Art. 25-5/14/96 ATM,	35.00
	from Art. 3-10/22/96 STM,	335.29
	from Art. 1-12/14/94 STM,	1,480.02
	from Art. 23-5/12/93 ATM,	20.42
	from Art. 12-5/12/92 ATM,	20.00
	from Art. 15-5/12/92 ATM,	9.50
	from Art. 12-5/10/94 ATM,	4.01
	from Art. 19-5/10/88 ATM for copy machine, Inspectional Offices)	.08
Article 36	(from free cash to Conservation Fund)	14,750.00
Article 48	(from free cash to Sr. Citizens Tax Assistance Program)	3,000.00
Article 55	(from Stabilization Fund to to Compensated Absence Fund)	10,000.00
Article 68	(from Reserve for Extraordinary Exp. to FinCom Reserve)	100,000.00
	TOTAL TO BE TRANSFERRED:	$ 286,545.00

Article 37	(bond)	$ 5,000,000.00
Article 42	(borrow from State)	$ 200,000.00

BOXFORD ANNUAL TOWN ELECTION RESULTS

TUESDAY, MAY 20, 1997

	PCT 1	PCT 2
SELECTMAN FOR THREE YEARS		
BLANKS	273	263
DUKE BROWN	565	532
WRITE-IN	0	16
ALL OTHER	15	11
TOTAL VOTES	853	822
MODERATOR FOR ONE YEAR		
BLANKS	201	152
GERALD R. JOHNSTON	638	662
WRITE-IN	0	5
ALL OTHER	14	3
TOTAL VOTES	853	822
TAX COLLECTOR/TREASURER FOR THREE YEARS		
BLANKS	170	126
ALAN J. BENSON	676	690
WRITE-IN	0	6
ALL OTHER	7	0
TOTAL VOTES	853	822
BD COMMISSIONERS TRUST FUNDS FOR THREE YRS		
BLANKS	259	251
SAMUEL N. SHIELDS	592	569
WRITE-IN	0	2
ALL OTHER	2	0
TOTAL VOTES	853	822
ASSESSOR FOR THREE YEARS		
BLANKS	286	281
GEORGE V. UPTON	563	538
WRITE-IN	0	2
ALL OTHER	4	1
TOTAL VOTES	853	822
ASSESSOR FOR TWO YEARS		
BLANKS	303	299
MARIO LESLIE	545	518
WRITE-IN	0	5
ALL OTHER	5	0
TOTAL VOTES	853	822
MASCO REG. DIST. SCHOOL COMM. FOR THREE YRS		
BLANKS (2)	619	607
BARRY DENOFRIO	530	522
MARCI L. MILLER	550	504
WRITE-IN	0	7
ALL OTHER	7	4
TOTAL VOTES	1706	1644

BOXFORD ANNUAL TOWN ELECTION RESULTS

TUESDAY, MAY 20, 1997

SCHOOL COMMITTEE FOR THREE YEARS (2)	PCT 1	PCT 2	TOTAL
BLANKS	747	689	1436
C. KURT ERENSOY	377	394	771
KATHRYN MANSFIELD	565	549	1114
WRITE-IN	0	9	9
ALL OTHER	17	3	20
TOTAL VOTES	1706	1644	3350
BD OF HEALTH FOR THREE YRS (2)			
BLANKS	372	320	692
MARK MITSCH	518	561	1079
WALTER MCPARTLIN	489	485	974
RICHARD W. ULMAN	318	277	595
WRITE-IN	0	1	1
ALL OTHER	9	0	9
TOTAL VOTES	1706	1644	3350
BD OF HEALTH FOR TWO YRS			
BLANKS	272	275	547
TOM DUSEL	571	545	1116
WRITE-IN	0	2	2
ALL OTHER	10	0	10
TOTAL VOTES	853	822	1675
PLANNING BD FOR FIVE YRS (2)			
BLANKS	1070	1011	2081
NEIL OLANSKY	579	562	1141
WRITE-IN	0	10	10
LAWRENCE SIMEONE, JR.	32	61	93
KURT KAISER	6	0	6
ALL OTHER	19	0	19
TOTAL VOTES	1706	1644	3350
TRUSTEES BOXFORD TOWN LIB. FOR THREE YRS (3)			
BLANKS	849	868	1717
DENISE M. FERRIS	371	307	678
LINDA L. FORTE	361	302	663
SUSAN KNOWLES	384	373	757
BARBARA PARTON	241	216	457
LINDA SIVAK	338	399	737
WRITE-IN	15	1	16
TOTAL VOTES	2559	2466	5025
CONSTABLE EAST PARISH FOR ONE YR			
BLANKS	266	270	536
ROBERT L. MACKAY	582	550	1132
WRITE-IN	5	2	7
TOTAL VOTES	853	822	1675

BOXFORD ANNUAL TOWN ELECTION RESULTS

TUESDAY, MAY 20, 1997

CONSTABLE WEST PARISH FOR ONE YR	PCT 1	PCT 2	TOTAL
BLANKS	253	190	443
DAVID A. SMALLMAN	596	631	1227
WRITE-IN	4	1	5
TOTAL VOTES	853	822	1675

QUESTION #1

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $100,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES TO FUND ROAD MAINTENANCE IN THE TOWN FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY-SEVEN?

BLANKS	27	27	54
YES	483	423	906
NO	343	372	715
TOTAL VOTES	853	822	1675

QUESTION #2

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO CALLED, THE AMOUNT REQUIRED TO PAY FOR THE TOWN'S SHARE OF THE DEBT ISSUED BY THE MASCONOMET REGIONAL SCHOOL DISTRICT IN ORDER TO FUND THE ARCHITECTURAL AND ENGINEERING SERVICES AND OTHER PRELIMINARY EXPENSES FOR THE EXPANSION AND RENOVATION OF DISTRICT SCHOOL BUILDINGS AND FACILITIES, INCLUDING OUTDOOR ATHLETIC FACILITIES AND SEWERAGE FACILITIES?

BLANKS	15	15	30
YES	392	351	743
NO	446	456	902
TOTAL VOTES	853	822	1675

QUESTION #3

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISION OF PROPOSITIONTWO AND ONE-HALF, SO CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE DEBT ISSUED IN ORDER TO PAY FOR THE ARCHITECTURAL, DESIGNER AND ENGINEERING SERVICES AND TO FUND RELATED PERMITS AND EXPENSES NECESSARY TO OBTAIN THE REQUIRED APPROVALS AND PLANS FOR THE RECONSTRUCTION AND EXPANSION OF THE CURRENT POLICE/COMMUNICATIONS BUILDING OR FOR THE CONSTRUCTION OF A NEW BUILDING ON THE SAME SITE (AS SHALL BE DETERMINED BY THE BOARD OF SELECTMEN)?

BLANKS	63	43	106
YES	259	239	498
NO	531	540	1071
TOTAL VOTES	853	822	1675

QUESTION #4

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $24,725 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF PURCHASING AND EQUIPPING ONE POLICE CRUISER FOR THE BOXFORD POLICE DEPT. FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY-SEVEN?

BLANKS	27	13	40
YES	528	472	1000
NO	298	337	635
TOTAL VOTES	853	822	1675

QUESTION #5

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $95,491 IN REAL ESTATE &

BOXFORD ANNUAL TOWN ELECTION RESULTS

TUESDAY, MAY 20, 1997

QUESTION #5 CONTINUED.....	PCT 1	PCT 2	TOTAL
PERSONAL PROPERTY TAXES FOR THE PURPOSE OF PURCHASING, INSTALLING AND EQUIPPING CLASSROOM COMPUTERS, MONITORS AND PRINTERS,AND OTHER TECHNOLOGY EQUIPMENT AND WIRING INCIDENTAL THERETO FOR THE MASCONOMET REGIONAL SCHOOL DISTRICT FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	37	21	58
YES	499	445	944
NO	317	356	673
TOTAL VOTES	853	822	1675

QUESTION #6

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $127,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF COMPUTER AND RELATED TECHNOLOGY HARDWARE AND SOFTWARE, INCLUDING CPU'S MONITORS, PRINTERS, SCANNERS, MODEMS, LASER DISC DEVICES, CD ROM DRIVES, WORK STATIONS AND OTHER PERIPHERALS, EQUIPMENT, SOFTWARE LICENSES AND SUPPORT, AND ALL OTHER INCIDENTAL ITEMS NECESSARY TO FUND THE THIRD YEAR OF A FIVE YEAR TECHNOLOGY PLAN FOR THE BOXFORD ELEMENTARY SCHOOLS FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?

BLANKS	34	21	55
YES	486	446	932
NO	333	355	688
TOTAL VOTES	853	822	1675

QUESTION #7

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $60,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW 35,000 GVW CAB AND CHASSIS, DUMP BODY AND SANDER FOR THE DEPT. OF PUBLIC WORKS FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?

BLANKS	56	32	88
YES	352	345	697
NO	445	445	890
TOTAL VOTES	853	822	1675

QUESTION #8

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $64,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A BACKHOE LOADER FOR THE DEPT. OF PUBLIC WORKS FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?

BLANKS	65	40	105
YES	311	306	617
NO	477	476	953
TOTAL VOTES	853	822	1675

QUESTION #9

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE $5,000,000 (FIVE MILLION DOLLARS) BOND OR BONDS ISSUED IN ORDER TO ENABLE THE CONSERVATION COMMISSION TO PURCHASE LAND AND/OR INTERESTS IN LAND FOR CONSERVATION PURPOSES PURSUANT M.G.L. CHAPTER 40, SECTION 8C; THE EXPENDITURE OF SAID APPROPRATION TO BE RESTRICTED AS MAY BE VOTED FROM TIME TO TIME BY THE BOXFORD TOWN MEETING?

BLANKS	47	31	78
YES	437	406	843
NO	369	385	754
TOTAL VOTES	853	822	1675

BOXFORD ANNUAL TOWN ELECTION RESULTS

TUESDAY, MAY 20, 1997

QUESTION #10	PCT 1	PCT 2	TOTAL
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $11,400 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF JAWS EXTRACTION TOOL RESCUE PACKAGE - SPREADER TOOL WITH COMBINATION CUTTER, POWER UNIT WITH ATTACHMENTS FOR THE FIRE DEPT. FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	47	24	71
YES	648	599	1247
NO	158	199	357
TOTAL VOTES	853	822	1675

QUESTION #11			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $33,900 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE AND REPLACEMENT OF 17 SCBAs (SELF CONTAINED BREATHING APPATRATUS) AND UPGRADE OF 4 EXISTING UNITS TO CURRENT REGULATIONS FOR THE FIRE DEPT. FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	43	28	71
YES	639	610	1249
NO	171	184	355
TOTAL VOTES	853	822	1675

QUESTION #12			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $100,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES TO EXPAND THE PARKING LOT ON TOWN OWNED LAND IMMEDIATELY ADJACENT TO THE SPOFFORD POND ELEMENTARY SCHOOL FOR THE FISCAL YEAR BEGINNING JULY FIRST NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	52	32	84
YES	320	299	619
NO	481	491	972
TOTAL VOTES	853	822	1675

QUESTIONS #13			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $64,500 IN REAL ESTATE & PERSONAL PROPERTY TAXES TO BUILD A NEW BASEBALL FIELD AT COLE SCHOOL, DIG A NEW WELL AND IRRIGATE THE EXISTING CHRISTOPHER T. CARGILL FIELD AND NEW FIELD AT COLE SCHOOL FOR THE FISCAL YEAR BEGINNING JULY FIRST NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	41	25	66
YES	416	328	744
NO	396	469	865
TOTAL VOTES	853	822	1675

QUESTION #14			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $18,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A WALK-IN FREEZER FOR THE HARRY LEE COLE ELEMENTARY SCHOOL FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	68	51	119
YES	293	280	573
NO	492	491	983
TOTAL VOTES	853	822	1675

BOXFORD ANNUAL TOWN ELECTION RESULTS
TUESDAY, MAY 20, 1997

QUESTION #15	PCT 1	PCT 2	TOTAL
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $19,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A GENERATOR FOR THE DEPT. OF PUBLIC WORKS GARAGE FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	57	30	87
YES	393	378	771
NO	403	414	817
TOTAL VOTES	853	822	1675

QUESTION #16			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $104,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW OR USED DH5 LIGHT BULLDOZER FOR THE DEPT. OF PUBLIC WORKS FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	78	43	121
YES	221	220	441
NO	554	559	1113
TOTAL VOTES	853	822	1675

QUESTION #17			
SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $25,000 IN REAL ESTATE & PERSONAL PROPERTY TAXES TO REPAIR AND RENOVATE THE PALMER SCHOOLHOUSE (ALSO KNOWN AS THE LITTLE RED SCHOOLHOUSE), 21 MAIN STREET FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?			
BLANKS	41	25	66
YES	321	295	616
NO	491	502	993
TOTAL VOTES	853	822	1675

SPECIAL TOWN MEETING

October 28, 1997

Voters of the Town of Boxford met at the Masconomet Regional High School Auditorium on Tuesday, October 28, 1997. Moderator Gerald R. Johnston called the Special Town Meeting to order at 7:32 p.m. Members of the Police and Fire Departments were commended for their prompt action during two town emergencies during the year. The articles of the warrant were disposed of as follows:

ARTICLE 1. To see if the Town will vote to instruct its representatives to the General Court to file a home rule petition to authorize the Conservation Commission to impose consultant fees and to account for and spend such fees in the manner provided by MGL Chapter 44, Section 53G, or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to instruct the Boxford representatives to the General Court to file a home rule petition to authorize the Conservation Commission to impose consultant fees and to account for and spend such fees in the manner provided by MGL Chapter 44, Section 53G.

Finance Committee recommended adoption of this article.

ARTICLE 2. To see if the Town will vote to authorize the Boxford School Committee to enter into leases or contracts for the maintenance of the telephone systems at the Harry Lee Cole Elementary School and the Spofford Pond Elementary School authorized by the School Committee for a period of up to 5 years in length, pursuant to MGL Chapter 30B; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous hand vote, to authorize the Boxford School Committee to enter into leases or contracts for the maintenance of the telephone systems at the Harry Lee Cole Elementary School and the Spofford Pond Elementary School authorized by the School Committee for a period of up to 5 years in length, pursuant to MGL Chapter 30B.

Finance Committee recommended adoption of this article.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the 1996-1998 collective bargaining agreement between the Town of Boxford and the Boxford Communications Dispatchers and Police Secretary Employees Association; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous hand vote, to raise and appropriate the sum of $10,826 to fund the balance of the 1996-1997 contract and fund the 1997-1998 collective bargaining agreement between the Town of Boxford and the Boxford Communications Dispatchers and Police Secretary Employees Association.

Finance Committee recommended adoption of this article.

ARTICLE 4. To see if the Town will vote to accept the provisions of MGL Chapter 59, Section 2A(a) to allow the Town to assess new buildings, structures, or other physical improvements added to real property between January second and June thirtieth for the fiscal year beginning on July first; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to accept the provisions of MGL Chapter 59, Section 2A(a) to allow the Town to assess new buildings, structures, or other physical improvements added to real property between January second and June thirtieth for the fiscal year beginning on July first.

Finance Committee recommended adoption of this article.

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money for expenses necessary to computerize, codify, update, and reprint all Town Bylaws, Regulatory Board Rules and Regulations, and all other official actions of the Town of Boxford, many of which have not been reprinted and updated since their original adoption and publication; said funds to be spent under the direction of the Town Clerk; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to raise and appropriate the sum of $15,000 for expenses necessary to computerize, codify, update, and reprint all Town Bylaws, Regulatory Board Rules and Regulations, and all other official actions of the Town of Boxford, many of which have not been reprinted and updated since their original adoption and publication; said funds to be spent under the direction of the Town Clerk.

Finance Committee recommended adoption of this article.

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $500 to be added to the salary account of the Council on Aging; said funds to be spent under the direction of the Council on Aging; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous hand vote, to raise and appropriate the sum of $500 to be added to the salary account of the Council on Aging; said funds to be spent under the direction of the Council on Aging.

Finance Committee recommended adoption of this article.

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase new computers, monitors, hardware, software, networking cables and other materials including computer stands for computers in the following offices: Town Clerk, Selectmen and Department of Public Works, as per the recommendation of the Computer Study Committee; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to raise and appropriate the sum of $6,000 to purchase new computers, monitors, hardware, software, networking cables and other materials including computer stands for computers in the following offices: Town Clerk, Selectmen and Department of Public Works, as per the recommendation of the Computer Study Committee; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 8. To see if the Town will vote to amend the Boxford Historic District Commission Bylaw (adopted pursuant to MGL, Chapter 40C by the Town on March 1, 1971) as shown below: **(proposed changes are shown in bold type)**; or take any other action thereon.

First proposed change: Amend "District" to read: **"Districts"** in all portions of the text;

Second proposed change: Remove the sentence shown below in bold which deals with the nomination of members from outside agencies:

BOXFORD HISTORIC DISTRICT COMMISSION BYLAW

1. There is hereby established a Boxford Historic District Commission under the provisions of the "Historic Districts Act," General Laws, Chapter 40C, consisting of five (5) members and three (3) alternate members, appointed by the Selectmen, including one member, where possible, from two nominees submitted by the Boxford Historical Society, one member, where possible, from two nominees, one of whom shall be submitted by the Massachusetts State Chapter of the American Institute of Architects, **and one of whom shall be submitted by the Boston Society of Landscape Architects,** and one member, where possible, from two nominees of the Board of the Historic Districts established in Boxford pursuant to the Historic Districts Act. When the Commission is first established, one (1) member shall be appointed for a term of one year, two (2) shall be appointed for a term of two years, and two (2) shall be appointed in like manner for three years, and their successors shall be appointed in like manner for terms of three years.

When the Commission is first established, one (1) alternate member shall be appointed in like manner for a term of one year, one (1) alternate member shall be appointed for a term of two years, one (1) alternate member shall be appointed for a term of three years, and their successors shall be appointed in like manner for terms of three years.

Boxford Special Town Meeting - October 28, 1997

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to amend the Boxford Historic District Commission Bylaw (adopted pursuant to MGL, Chapter 40C by the Town on March 1, 1971) as shown below:

BOXFORD HISTORIC DISTRICTS COMMISSION BYLAW

1. There is hereby established a Boxford Historic Districts Commission under the provisions of the "Historic Districts Act," General Laws, Chapter 40C, consisting of five (5) members and three (3) alternate members, appointed by the Selectmen, including one member, where possible, from two nominees submitted by the Boxford Historical Society, one member, where possible, from two nominees, one of whom shall be submitted by the Massachusetts State Chapter of the American Institute of Architects, and one member, where possible, from two nominees of the Board of Realtors covering Boxford. One or more of the foregoing shall be a resident of the Historic Districts established in Boxford pursuant to the Historic Districts Act. When the Commission is first established, one (1) member shall be appointed for a term of one year, two (2) shall be appointed for a term of two years, and two (2) shall be appointed in like manner for three years, and their successors shall be appointed in like manner for terms of three years.

When the Commission is first established, one (1) alternate member shall be appointed in like manner for a term of one year, one (1) alternate member shall be appointed for a term of two years, one (1) alternate member shall be appointed for a term of three years, and their successors shall be appointed in like manner for terms of three years.

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of $40,000 to be expended under the direction of the Boxford School Committee, with the advice and counsel of an oversight committee consisting of a member of the Board of Selectmen, to be appointed by the Board of Selectmen, a member of the Finance Committee, to be appointed by the Finance Committee, the chair of the Boxford PK-12 Municipal School District Feasibility Study Advisory Committee, the chair of the Boxford School Committee and a member at large to be appointed by the Boxford School Committee, to fund a professional feasibility study for the construction of a Boxford Municipal 7-12 Junior/Senior High School, including but not limited to costs of legal and financial studies, architectural studies, and an education plan as it pertains to the Space Needs Study required for submission to the Massachusetts Department of Education; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority hand vote, to move the question.

Upon motion made and duly seconded, Article 9 was defeated by hand count vote, 317 in favor and 522 opposed.

Finance Committee, by a 4-3 vote, recommended adoption of this article.

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NOTE: At this time we anticipate that Article 10 and debt authorization will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Special Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 10. To see if the Town will vote to approve the indebtedness authorized by the Regional District School Committee of the Masconomet School District on October 6, 1997, for the purpose of architectural and engineering services and other preliminary expenses for expansion and renovation of district school buildings and facilities, including outdoor athletic facilities and sewerage facilities; and that this appropriation be raised by incurring debt by the issuance of bonds or notes under Section 16 of Chapter 71 of the General Laws as amended provided that said approval shall be contingent upon the passage of a Proposition 2½ debt exclusion referendum under MGL Chapter 59, Section 21C, for the amounts required to pay the Town's share of the principal and interest on the borrowing authorized by the District, and if such referendum is not passed, this vote will be deemed to be a disapproval; or take any other action relative thereto.

Estimated Total Design Cost: $2,995,000
Estimated Boxford Share: $1,262,692 (FY98 = 42.16%)

Upon motion made and duly seconded, it was VOTED, by hand count vote, 552 in favor and 92 opposed, to approve the indebtedness authorized by the Regional District School Committee of the Masconomet School District on October 6, 1997, for the purpose of architectural and engineering services and other preliminary expenses for expansion and renovation of district school buildings and facilities, including outdoor athletic facilities and sewerage facilities; and that this appropriation be raised by incurring debt by the issuance of bonds or notes under Section 16 of Chapter 71 of the General Laws as amended provided that said approval shall be contingent upon the passage of a Proposition 2½ debt exclusion referendum under MGL Chapter 59, Section 21C, for the amounts required to pay the Town's share of

the principal and interest on the borrowing authorized by the District, and if such referendum is not passed, this vote will be deemed to be a disapproval.

Finance Committee, by a 4-3 vote, recommended against adoption of this article.

Upon motion made and duly seconded, it was VOTED, by unanimous vote, to adjourn the meeting at 11:12 p.m. to Wednesday, October 29, at 7:30 p.m. in the Masconomet Regional High School Auditorium.

Registered voters attending the meeting were 928.

ADJOURNED SPECIAL TOWN MEETING
October 29, 1997

Moderator Gerald R. Johnston called the second session of the Boxford Annual Town Meeting to order at 7:34 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 11. To see if the Town will vote to approve the expenditure of $465,000 to enable the Conservation Commission to purchase a certain parcel of land together with buildings thereon, known as the Lord Family Woodlot consisting of 31.53 acres, more or less, said parcel shown as Map 27, Block 1, Parcel 26 in the records of the Boxford Assessors; together with all flowage and other rights and easements and subject to all well rights and easements; that said land be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, and as it may hereafter be amended and other Massachusetts Statutes relating to Conservation, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997, said purchase to be contingent upon the approval of the Division of Conservation Services of the Executive Office of Environmental Affairs of the Commonwealth of Massachusetts for partial funding to the Town through the "Self-Help Grant Program" of at least 50% of the acquisition price, or if such Self Help funding is not approved by the Division of Conservation Services, said purchase to be contingent upon a lump sum payment of privately raised funds (such that the net payment by the Town after reimbursement shall not exceed $216,000), to be made to the Town by June 30, 1998 and that the Conservation Commission be authorized to file on behalf of Boxford any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under the Self-Help Act (Chapter 132A, Section 11) and/or any others in any way connected with the scope of this Article, and the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of Boxford to affect said purchase; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 433 in favor and 18 opposed, to approve the expenditure of $465,000 to enable the Conservation Commission to purchase a certain parcel of land together with buildings thereon, known as the Lord Family Woodlot consisting of 31.53 acres, more or less, said parcel shown as Map 27, Block 1, Parcel 26 in the records of the Boxford Assessors; together with all flowage and other rights and easements and subject to all well rights and easements; that said land be conveyed to the Town under the provisions of Massachusetts General Laws, Chapter 40, Section 8C, and as it may hereafter be amended and other Massachusetts Statutes relating to Conservation, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997,

said purchase to be contingent upon the approval of the Division of Conservation Services of the Executive Office of Environmental Affairs of the Commonwealth of Massachusetts for partial funding to the Town through the "Self-Help Grant Program" of at least 50% of the acquisition price, or if such Self Help funding is not approved by the Division of Conservation Services, said purchase to be contingent upon a lump sum payment of privately raised funds (such that the net payment by the Town after reimbursement shall not exceed $216,000), to be made to the Town by June 30, 1998 and that the Conservation Commission be authorized to file on behalf of Boxford any and all applications deemed necessary for grants and/or reimbursements from the Commonwealth of Massachusetts deemed necessary under the Self-Help Act (Chapter 132A, Section 11) and/or any others in any way connected with the scope of this Article, and the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary on behalf of Boxford to affect said purchase.

Finance Committee recommended adoption of this article.

ARTICLE 12. To see if the Town will vote to approve the expenditure of $735,000 to enable the Conservation Commission to 1) PURCHASE one parcel of land for conservation purposes containing 34 acres, more or less, on the south side of Main Street, shown as Map 32, Block 3, lots 9.0, 10, and 20 in the records of the Boxford Assessors, and 2) PURCHASE A CONSERVATION RESTRICTION of 11 acres, more or less, on the north side of Main Street, shown as part of Map 28, Block 1, Lots 2.1, 3.0, and 3.1 in the records of the Boxford Assessors, as shown on a plan entitled, "Proposed Conservation Plan, Lord Family Boxford Trust, Boxford, Massachusetts, dated July, 1995, updated 10/8/97 prepared by Matlock Associates, Lincoln, Massachusetts;" a copy of which is on file with the Town Clerk; and that said land be conveyed to the Town under the provisions of MGL Chapter 40, Section 8C, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997; or take any other action thereon.

A motion to pass over Article 12 was defeated by majority voice vote.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 378 in favor and 14 opposed, to approve the expenditure of $25,000 for bond-related expenses and $735,000 to enable the Conservation Commission to 1) PURCHASE one parcel of land for conservation purposes containing 34 acres, more or less, on the south side of Main Street, shown as Map 32, Block 3, lots 9.0, 10, and 20 in the records of the Boxford Assessors, and 2) PURCHASE A CONSERVATION RESTRICTION of 11 acres, more or less, on the north side of Main Street, shown as part of Map 28, Block 1, Lots 2.1, 3.0, and 3.1 in the records of the Boxford Assessors, as shown on

a plan entitled, "Proposed Conservation Plan, Lord Family Boxford Trust, Boxford, Massachusetts, dated July, 1995, updated 10/8/97 prepared by Matlock Associates, Lincoln, Massachusetts;" a copy of which is on file with the Town Clerk; and that said land be conveyed to the Town under the provisions of MGL Chapter 40, Section 8C, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997.

Finance Committee recommended adoption of this article.

ARTICLE 13. To see if the Town will vote to approve the expenditure of $1,200,000 to enable the Conservation Commission to: 1) PURCHASE a parcel of land for conservation purposes containing 82 acres, more or less, shown as Map 37, Block 1, Parcel 3 in the records of the Boxford Assessors, shown as "Parcel A" on a plan entitled, "26 Lot Subdivision Plan, Lockwood Realty Trust, Boxford, Massachusetts, February, 1997, said plan prepared by Matlock Associates, Lincoln, Massachusetts", a copy of which is on file with the Town Clerk; and 2) PURCHASE a parcel of land for conservation purposes containing 16 acres more or less, shown as a portion of Map 37, Block 1, Parcel 3.2 in the records of the Boxford Board of Assessors, said parcel shown as "Parcel B" in the plan referred to above; and that both parcels of said land be conveyed to the Town under the provisions of MGL Chapter 40, Section 8C, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997; or take any other action thereon.

A motion to pass over Article 13 was defeated by majority voice vote.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 355 in favor and 28 opposed, to approve the expenditure of $1,200,000 to enable the Conservation Commission to: 1) PURCHASE a parcel of land for conservation purposes containing 82 acres, more or less, shown as Map 37, Block 1, Parcel 3 in the records of the Boxford Assessors, shown as "Parcel A" on a plan entitled, "26 Lot Subdivision Plan, Lockwood Realty Trust, Boxford, Massachusetts, February, 1997, said plan prepared by Matlock Associates, Lincoln, Massachusetts", a copy of which is on file with the Town Clerk; and 2) PURCHASE a parcel of land for conservation purposes containing 16 acres more or less, shown as a portion of Map 37, Block 1, Parcel 3 in the records of the Boxford Board of Assessors, said parcel shown as "Parcel B" in the plan referred to above; and that both parcels of said land be conveyed to the Town under the provisions of MGL Chapter 40, Section 8C, to be managed and controlled by the Conservation Commission, said funds to be expended from the debt authorized under Article 37 of the Boxford Annual Town Meeting, May 14, 1997.

Finance Committee recommended against adoption of this article.

ARTICLE 14. To See if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the lease of office space for Inspectional Services Departments, with no change from the existing 1075 square feet of office space rented at 200 Washington Street; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by greater than 2/3 voice vote, to raise and appropriate the sum of $1,169 to fund the lease of office space for Inspectional Services Departments, with no change from the existing 1075 square feet of office space rented at 200 Washington Street; said funds to be spent under the direction of the Board of Selectmen, and further to authorize the Board of Selectmen to enter into such lease, upon such terms and conditions as they deem appropriate.

Finance Committee recommended adoption of this article.
A two-thirds vote was required.

ARTICLE 15. To See if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the lease of office space for the Inspectional Services Departments, with funding to pay for an additional 750 square feet of office space at 200 Washington Street; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by greater than 2/3 voice vote, to raise and appropriate the sum of $5,328 to fund the lease of office space for the Inspectional Services Departments, with funding to pay for an additional 750 square feet of office space at 200 Washington Street; said funds to be spent under the direction of the Board of Selectmen, and further to authorize the Board of Selectmen to enter into such lease, upon such terms and conditions as they deem appropriate.

Finance Committee recommended adoption of this article.
A two-thirds vote was required.

ARTICLE 16. To see if the Town will vote to amend Article 8, of the General Bylaws by adding a second paragraph to the end of Section 4-6 as follows dealing with the penalty for failure to license a dog:

Notwithstanding the schedule of fines set forth in MGL, Chapter 140, Section 141 or any other provision of law to the contrary, any owner of a dog who fails to license that dog pursuant to the requirements of MGL, Chapter 140, Section 137 or who violates the provisions of Section 137A or 137B regarding the requirements of

kennel licensing and sales of dogs from kennels, or Section 138 regarding a change in ownership of a licensed dog or the bringing into the Town a dog licensed in some other state may at the election of the enforcing person be subject to a non-criminal fine of $25.00 for the first offense, and $50.00 for each offense thereafter, pursuant to Section 4 of Article 11 of the General Bylaws of the Town; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend Article 8, of the General Bylaws by adding a second paragraph to the end of Section 4-6 as follows dealing with the penalty for failure to license a dog:

Notwithstanding the schedule of fines set forth in MGL, Chapter 140, Section 141 or any other provision of law to the contrary, any owner of a dog who fails to license that dog pursuant to the requirements of MGL, Chapter 140, Section 137 or who violates the provisions of Section 137A or 137B regarding the requirements of kennel licensing and sales of dogs from kennels, or Section 138 regarding a change in ownership of a licensed dog or the bringing into the Town a dog licensed in some other state may at the election of the enforcing person be subject to a non-criminal fine of $25.00 for the first offense, and $50.00 for each offense thereafter, pursuant to Section 4 of Article 11 of the General Bylaws of the Town.

Finance Committee recommended adoption of this article.

ARTICLE 17. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $1,360 to purchase floating strainers and five inch (5") flexible suction hose for fire fighting water drafting purposes; said funds to be spent under the direction of the Fire Chief; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $1,360 to purchase floating strainers and five inch (5") flexible suction hose for fire fighting water drafting purposes; said funds to be spent under the direction of the Fire Chief.

Finance Committee recommended adoption of this article.

ARTICLE 18. To see if the Town will vote to amend a portion of Article 5 of its Bylaws known as the Personnel Bylaw, by amending Section 9, "Grade Classification: Salary, Wages and Pay Matrix" by **replacing the existing Management Grade DH3 salary line** with the **Amended Management Grade DH3 salary line** shown below; or take any other action thereon.

Existing Salary Matrix:

MANAGEMENT POSITIONS

	A	B	C	D	E	F	G	H	I
DH3 Communications Director; Library Director	28,969	29,780	30,614	31,471	32,352	33,258	34,189	35,145	36,130

Proposed Amendment to Salary Matrix:

AMENDED MANAGEMENT GRADE
ANNUAL SALARY

STEPS

	A	B	C	D	E	F	G	H	I
DH3 Communications Director; Library Director	30,614	31,471	32,352	33,258	34,189	35,146	36,130	37,142	38,182

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend a portion of Article 5 of its Bylaws known as the Personnel Bylaw, by amending Section 9, "Grade Classification: Salary, Wages and Pay Matrix" by **replacing the existing Management Grade DH3 salary line** with the **Amended Management Grade DH3 salary line** shown below, with the understanding that the Director of Communications will move from Step H under the current matrix to Step F as proposed, with no change in pay for FY1998, and with the understanding that the Director of Libraries will move from Step I under the current matrix to Step H as proposed, with a pay increase of $1,012 retroactive to July 1, 1997, said increase having been fully funded in the FY 1998 budget, approved by the Town at the 1997 Annual Town Meeting.

AMENDED MANAGEMENT GRADE
ANNUAL SALARY

STEPS

	A	B	C	D	E	F	G	H	I
DH3 Communications Director; Library Director	30,614	31,471	32,352	33,258	34,189	35,146	36,130	37,142	38,182

Finance Committee recommended adoption of this article.

ARTICLE 19. To see if the Town will vote to amend Article 5 of its Bylaws, known as the Personnel Bylaw, by amending Section 9, "Grade Classification: Salary, Wages and Pay Matrix" by removing the position of the Library Director from DH3 on the matrix; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 109 in favor and 69 opposed, to amend Article 5 of the General Bylaws, known as the Personnel Bylaw, by amending Section 9, "Grade Classification: Salary, Wages and Pay Matrix" by removing the position of the Library Director from DH3 on the matrix.

Finance Committee recommended against adoption of this article.

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NOTE: At this time we anticipate that Article 20 and debt authorization will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Special Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 20. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase a new 35,000 GVW Cab and Chassis, Dump Body and Sander for the Department of Public Works; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $60,000 to purchase a new 35,000 GVW Cab and Chassis, Dump Body and Sander for the Department of Public Works; said funds to be spent under the direction of the Board of Selectmen; said vote to be contingent upon the successful passage of the related 2½ ballot question.

Finance Committee recommended against adoption of this article.

ARTICLE 21. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $15,000 to repair the 1985 GMC - 7000 series truck; said funds to be spent under the direction of the Board of Selectmen; said funds to be spent only if the new vehicle requested under Article 20 does not pass at this Annual Town Meeting; or if the accompanying proposition 2½ override question does not pass; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of $15,000 to repair the 1985 GMC - 7000 series truck; said funds to be spent under the direction of the Board of Selectmen; said funds to be spent only if the new vehicle requested under Article 20 does not pass at this Annual Town Meeting; or if the accompanying proposition 2½ override question does not pass.

Finance Committee recommended adoption of this article.

ARTICLE 22. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the 1997-1998 collective bargaining agreement between the Town of Boxford and the Boxford Police Benevolent Association; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $20,461 to fund the FY 1998 collective bargaining agreement between the Town of Boxford and the Boxford Police Benevolent Association.

Finance Committee recommended adoption of this article.

ARTICLE 23. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the 1997-1998 collective bargaining agreement between the Town of Boxford and the Boxford Clerical/Custodians/ Library Employees Association; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $15,812 to fund the FY 1998 collective bargaining agreement between the Town of Boxford and the Boxford Clerical/Custodians/ Library Employees Association.

Finance Committee recommended adoption of this article.

ARTICLE 24. To see if the Town will vote to amend Article Four of the General Bylaws (Public Safety) by replacing the existing Section 4 (Communications) with the following new section; or take any other action thereon.

4-4-1 No Alarm System or equipment shall be terminated at the Town Emergency Center without first obtaining an alarm application permit signed by the Director of Communications, Police Chief, or Fire Chief if applicable.

4-4-2 The only types of equipment which will be allowed to terminate at the Town Emergency Center will be digital dialer and leased line systems. Unless otherwise deemed by the Director of Communications to be compatible with the Town's emergency alarm monitoring console. Telephone dialing systems which include voice or pre-recorded taped messages are not compatible with the Town's system and shall therefore not be allowed to connect to the Town's system, nor shall they be allowed to call in on any of the Emergency Center phone lines.

4-4-3 Amendment: These equipment specifications apply to all applications for alarm systems made to the Communications Center after May 9th, 1979 and to existing systems if subsequently they should abuse the right to access by excessive false alarms or system malfunctions.

4-4-4 The owners or lessees of a dwelling or business shall be assessed a penalty fine of $50.00 for each false alarm other than those caused by faulty telephone service, electrical storms, or the Town's main monitoring console. New systems will be allowed a two

month grace period, during which a penalty fine will not be assessed. All said penalty fines shall be paid to the Town of Boxford upon receipt of notification from the Communications Department.

4-4-5 Any home or business installing or presently using an alarm system with an inside or outside audible bell, siren, or horn, must have an automatic shut-off device which will de-activate the audible alarm twenty (20) minutes after the system is activated. Any longer period of time would be considered to be creating a nuisance in the neighborhood. All existing installations shall be in compliance with this bylaw on or before May 12, 1983. Non-compliance with this bylaw shall cause a penalty fine of $50.00 to be assessed to the owner or lessee of the dwelling or business, for false alarms pursuant to those outlined under the Boxford Bylaws, Article 4, Section 4, Paragraph 4, on all alarm systems in Town, whether or not they are terminated at the Town's alarm monitoring console.

4-4-6 Any home of business installing or presently using alarm systems of any type terminating at the Town's alarm monitoring console or not, shall have a back-up power source to maintain their system during power failure for a time of at least twelve (12) hours. All existing systems shall be in compliance with this bylaw on or before May 12, 1983.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend Article 24, Section 4-4-2, by replacing the period after the word "systems" with a comma.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend Article 24, Section 4-4-6, by replacing the third word, "of," with "or."

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend Article Four of the General Bylaws (Public Safety) by replacing the existing Section 4 (Communications) with the following new section:

4-4-1 No Alarm System or equipment shall be terminated at the Town Emergency Center without first obtaining an alarm application permit signed by the Director of Communications, Police Chief, or Fire Chief if applicable.

4-4-2 The only types of equipment which will be allowed to terminate at the Town Emergency Center will be digital dialer and leased line systems, unless otherwise deemed by the Director of Communications to be compatible with the Town's emergency alarm monitoring console. Telephone dialing systems which include voice or pre-recorded taped messages are not compatible with the Town's system and shall therefore not be allowed to connect to the Town's system, nor shall they be allowed to call in on any of the

Emergency Center phone lines.

4-4-3 Amendment: These equipment specifications apply to all applications for alarm systems made to the Communications Center after May 9th, 1979 and to existing systems if subsequently they should abuse the right to access by excessive false alarms or system malfunctions.

4-4-4 The owners or lessees of a dwelling or business shall be assessed a penalty fine of $50.00 for each false alarm other than those caused by faulty telephone service, electrical storms, or the Town's main monitoring console. New systems will be allowed a two month grace period, during which a penalty fine will not be assessed. All said penalty fines shall be paid to the Town of Boxford upon receipt of notification from the Communications Department.

4-4-5 Any home or business installing or presently using an alarm system with an inside or outside audible bell, siren, or horn, must have an automatic shut-off device which will de-activate the audible alarm twenty (20) minutes after the system is activated. Any longer period of time would be considered to be creating a nuisance in the neighborhood. All existing installations shall be in compliance with this bylaw on or before May 12, 1983. Non-compliance with this bylaw shall cause a penalty fine of $50.00 to be assessed to the owner or lessee of the dwelling or business, for false alarms pursuant to those outlined under the Boxford Bylaws, Article 4, Section 4, Paragraph 4, on all alarm systems in Town, whether or not they are terminated at the Town's alarm monitoring console.

4-4-6 Any home or business installing or presently using alarm systems of any type terminating at the Town's alarm monitoring console or not, shall have a back-up power source to maintain their system during power failure for a time of at least twelve (12) hours. All existing systems shall be in compliance with this bylaw on or before May 12, 1983.

ARTICLE 25. To see if the Town will vote to borrow $200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the Massachusetts General Laws; that, to meet this appropriation, the Treasurer with the approval of the Board of Selectmen is authorized to borrow $200,000 and issue bond or notes therefor under Massachusetts General Laws, Chapters 222 and 127B 1/2 and/or Chapter 29C of the General Laws; that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such

bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof; and that the Board of Health is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 25.

ARTICLE 26. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be expended under the direction of the Boxford School Committee, to fund the repair and replacement of inoperable exhaust fans in the pre-expansion portions of the Cole and Spofford Pond School buildings and install a roof mounted heating and ventilating unit for the Health and Administrative area of Spofford Pond School; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of $33,000 to be expended under the direction of the Boxford School Committee, to fund the repair and replacement of inoperable exhaust fans in the pre-expansion portions of the Cole and Spofford Pond School buildings and install a roof mounted heating and ventilating unit for the Health and Administrative area of Spofford Pond School.

Finance Committee recommended adoption of this article.

ARTICLE 27. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $22,000 to install a well and irrigation system for Cargill Baseball Field at the Harry Lee Cole Elementary School; said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of $22,000 to install a well and irrigation system for Cargill Baseball Field at the Harry Lee Cole Elementary School; said funds to be expended under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

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NOTE: At this time we anticipate that Article 28 and debt authorization will be offered as a "contingent appropriation." This means that although the appropriation could be approved at the Special Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void.

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ARTICLE 28. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of $30,000 to build and irrigate a baseball/soccer field immediately adjacent to Cargill Field at the Harry Lee Cole Elementary School; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of $30,000 to build and irrigate a baseball/soccer field immediately adjacent to Cargill Field at the Harry Lee Cole Elementary School; said funds to be spent under the direction of the Board of Selectmen; said vote to be contingent upon the successful passage of the related 2½ ballot question.

Finance Committee recommended against adoption of this article.

ARTICLE 29. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to the Roadside Collection Solid Waste and Recycling Enterprise Fund for Fiscal Year 1998; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 29.

ARTICLE 30. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by adding to Section VII a new paragraph as follows:

C. **Public Water Supply**
The provision of water from any public water supply located outside the Town of Boxford which is owned, operated and controlled by any individual, corporation, municipal corporation, commission, agency or town outside the Town of Boxford, to any building(s) or structure(s) in the Town of Boxford for the purpose of residential uses and/or business uses, and uses incident thereto, as set forth and established under the Town of Boxford Zoning Bylaw, is prohibited; or take any other action thereon.

Sponsored by Initiative Petition

The existing zoning bylaw language reads as follows:

Section VII - General Regulations

A. Soil Stripping
The removal of sod, loam, sand, gravel or quarried stone forming a part of the real estate in the Town of Boxford, except when necessarily incidental to or in connection with the construction, at the site of removal, of a building for which a permit has been issued, or for grading or otherwise improving the premises of which such building is a part, shall not be permitted unless a Special Permit from the Board of Appeals be first obtained.

Any person desiring to obtain a special permit from said Board for such purpose shall make written application therefor, and said Board shall hold a public hearing thereon, of which public notice shall be given, and render a decision. The applicant shall show to the satisfaction of said Board, that such use of the premises for which such application is made shall not constitute a nuisance e because of noise, vibration, smoke, gas fumes, odor, dust or other objectionable features, shall not be hazardous because of fire or explosion, shall not adversely affect the economic status of the district or the town, and shall not be injurious or dangerous to the public health and the welfare of the district or town. The Board may grant a permit upon condition especially designed to safeguard the district or town against permanent and temporary injury to the stabilized values in the district t after operations are completed, or because the methods of handling such materials at the site or because of transporting such material through the town. The Board may, after a hearing and proof of violation of such violation of such conditions or any of the terms of the permit withdraw the permit, after which the use shall be discontinued.

B. Trailers
Trailers and other movable structures shall not be occupied as dwellings; except as provided in GL Ch. 40A, Sec. 3; and except that for reasons of necessity or hardship, the Board of Appeals, after public notice and a hearing, may grant a special permit for temporary occupancy of such structures for dwelling purposes for not more that one year at a time in any part of the town.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to move the question.

Upon motion made and duly seconded Article 30 was defeated by hand count vote, 44 in favor and 82 opposed.

ARTICLE 31. To see if the Town will vote to amend the Zoning Bylaw of the Town of Boxford by adding to Section IX, C, a new paragraph as follows:

"No occupancy permit shall be issued by the Inspector of Buildings if the applicant or property owner is in violation of any of the provisions of Section VII, A., B., and C.; or take any other action thereon.

The existing Zoning Bylaw language reads as follows:

Section IX Administration

C. Occupancy Permit
No building erected, altered, or in any way changed as to construction or use, under a permit or otherwise, shall be occupied or used without an occupancy permit, signed by the Inspector of Buildings, which permit shall not be issued until the building and its uses, and the uses incident thereto, comply in all respects with this Bylaw.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 31.

Upon motion made and duly seconded, it was VOTED, by unanimous vote, to dissolve this Special Town Meeting at 12:15 p.m.

Registered voters attending the meeting were 445. Counters and checkers for the meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST: Patricia Shields
Town Clerk

RAISE AND APPROPRIATE:		
Article 3	$	10,826.00
Article 5		15,000.00
Article 6		500.00
Article 7		6,000.00
Article 11		1,169.00
Article 15		5,328.00
Article 20 (Prop. 2½ override)		60,000.00
Article 28 (Prop. 2½ override)		30,000.00
TOTAL TO BE RAISED AND APPROPRIATED:	$	128,823.00

Adjourned Boxford Special Town Meeting - October 29, 1997

TRANSFERS:		
Article 17	(from free cash to Fire Dept.)	$ 1,360.00
Article 21	(from free cash to DPW - if Article 20 override fails)	15,000.00
Article 22	(from free cash to Police Salary)	20,461.00
Article 23	(from free cash to Clerical/ Custodians/Library Emp. Assn.)	15,812.00
Article 26	(from free cash to elem. schools)	33,000.00
Article 27	(from free cash to Cargill Field)	22,000.00
	TOTAL TO BE TRANSFERRED:	$ 107,633.00

TO GO TO BOND		
Article 10	(Prop. 2½ override)	$ 1,262,692.00
Article 11	(funded by Article 37, ATM 5/14/97 contingent upon receipt of self-help/ privately raised funds)	216,000.00
Article 12	(funded by Article 37, ATM 5/14/97)	760,000.00
Article 13	(funded by Article 37, ATM 5/14/97)	1,200,000.00
	TOTAL TO BOND	$ 3,438,692.00

BOXFORD SPECIAL TOWN ELECTION

TUESDAY, NOVEMBER 18, 1997

ELECTION RESULTS

QUESTION # 1

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO-CALLED, THE AMOUNT REQUIRED TO PAY FOR THE TOWN'S SHARE OF THE DEBT ISSUED BY THE MASCONOMET REGIONAL SCHOOL DISTRICT IN ORDER TO FUND THE ARCHITECTURAL AND ENGINEERING SERVICES AND OTHER PRELIMINARY EXPENSES FOR THE EXPANSION AND RENOVATION OF DISTRICT SCHOOL BUILDINGS AND FACILITIES, INCLUDING OUTDOOR ATHLETIC FACILITIES AND SEWERAGE FACILITIES?

	PCT 1	PCT 2
BLANKS	5	2
YES	560	473
NO	289	334
TOTAL VOTES	854	809
TOTAL VOTES CAST 1663		

QUESTION #2

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL $30,000 IN REAL ESTATE AND PERSONAL PROPERTY TAXES TO BUILD AND IRRIGATE A BASEBALL/ SOCCER FIELD IMMEDIATELY ADJACENT TO CARGILL FIELD AT THE HARRY LEE COLE ELEMENTARY SCHOOL FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?

	PCT 1	PCT 2
BLANKS	11	5
YES	519	425
NO	324	379
TOTAL VOTES	854	809
TOTAL VOTES CAST 1663		

QUESTION # 3

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITONAL $60,000 IN REAL ESTATE AND PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW 35,000 GVW CAB AND CHASSIS, DUMP BODY AND SANDER FOR THE DEPARTMENT OF PUBLIC WORKS FOR THE FISCAL YEAR BEGINNING JULY FIRST, NINETEEN HUNDRED AND NINETY SEVEN?

	PCT 1	PCT 2
BLANKS	13	4
YES	557	505
NO	284	300
TOTAL VOTES	854	809
TOTAL VOTES CAST 1663		

TOWN OF BOXFORD
TOWN HALL
BOXFORD, MASSACHUSETTS 01921

OFFICE OF
THE TOWN CLERK

Patricia A. Shields, Town Clerk
Telephone: 508-887-0806
Fax: 508-887-3546

VITAL STATISTICS FOR 1997

BIRTHS	94	MALES	51	FEMALES	43
MARRIAGES	26				
DEATHS	27				

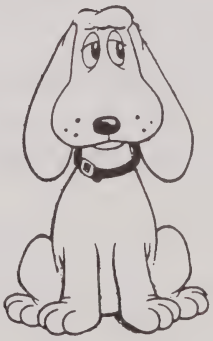
NOTE; DUE TO THE CHANGE IN THE MGL, CHAPTER 556, ACTS OF 1989, THE OFFICE OF THE TOWN CLERK WILL NO LONGER PRINT NAMES OF ALL THE PRINCIPALS OF BIRTHS, DEATHS AND MARRIAGES IN BOXFORD'S ANNUAL TOWN REPORT.

PERMITS 1997

ACCESSORY APARTMENT REGISTRATION	33
RAFFLE PERMITS	1

DOG LICESNES - 1997

DOG LICENSES	-	$13,613.00
KENNELS	-	$ 1,050.00
TOTAL		$14,663.00



TOWN OF BOXFORD
TOWN HALL
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1997

DIVISION OF FISHERIES AND WILDLIFE

63	RESIDENT FISHING	@	$22.50 =	$1417.50
4	RESIDENT FISHING MINOR	@	6.50 =	26.00
4	RESIDENT FISHING 65-69	@	11.25 =	45.00
1	RESIDENT FISHING HANDICAPPED	@	00.00 =	FREE
1	NON-RESIDENT FISHING 3-DAY	@	18.50 =	18.50
8	RESIDENT CITIZEN HUNTING	@	22.50 =	180.00
1	RESIDENT HUNTING 65-69	@	11.25 =	11.25
1	RESIDENT CITIZEN MINOR HUNTING	@	6.50 =	6.50
21	RESIDENT SPORTING	@	40.00 =	840.00
2	RESIDENT SPORTING 65-69	@	20.00 =	40.00
2	RESIDENT CITIZEN SPTING. OVER 70	@	00.00 =	FREE
3	DUPLICATE SPORTING	@	2.00 =	6.00
11	ARCHERY STAMP	@	5.10 =	56.10
13	WATERFOWL STAMP	@	5.00 =	65.00
14	PRIMITIVE FIREARMS STAMP	@	5.10 =	71.40
104	WILD CONSER. STAMP (RESIDENT)	@	5.00 =	520.00
				$3303.25
	FEES REMITTED			58.25
				3245.00

FINANCE

Accountant

Combined Financial Statements
And Additional Financial Information

Board of Assessors

Finance Committee

Treasurer/Collector of Taxes

Commissioners of Trust Funds

Perley-Parkhurst-Cole Memorial Trust Fund

Guidelines for Perley-Parkhurst-Cole Application

Capital Budgeting Committee

TOWN OF BOXFORD
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 1997

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	ACCOUNT GROUPS	COMBINED TOTAL
	GENERAL FUND	SPECIAL REVENUE FUND	CAPITAL PROJECTS FUND	ENTERPRISE FUND	TRUST FUNDS	LONG-TERM DEBT GROUP OF ACCOUNTS	(MEMORANDUM ONLY)
ASSETS							
Cash & Cash Equivalents	$2,531,893.	$(11,401.)	$1,238,102.	$38,661.	$528,673.		$ 4,325,928.
Receivables:							
Real Estate & Personal Property Taxes	146,690.						146,690.
Motor Vehicle Excise Taxes	85,669.						85,669.
Tax Liens	156,205.						156,205.
Total Receivables	$ 388,564.						$ 388,564.
Amount to be Provided for Payment of Long Term Debt						$ 7,625,000.	$ 7,625,000.
Bonds Authorized						5,950.000.	5,950,000.
TOTAL ASSETS	$2,920,457.	$(11,401.)	$1,238,102.	$38,661.	$528,673.	$13,575,000.	$18,289,492.

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

TOWN OF BOXFORD
COMBINED BALANCE SHEET
ALL FUND TYPES AND ACCOUNT GROUPS
JUNE 30, 1997

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	ACCOUNT GROUPS	COMBINED TOTAL
	GENERAL FUND	SPECIAL REVENUE FUND	CAPITAL PROJECTS FUND	ENTERPRISE FUND	TRUST FUNDS	LONG-TERM DEBT GROUP OF ACCOUNTS	(MEMORANDUM ONLY)
LIABILITIES & FUND EQUITY							
Liabilities:							
Warrants Payable	$ 332,041.						$ 332,041.
Accured Payroll Withholdings	17,943.						17,943.
Reserve for Abatements & Exemptions	208,977.						208,977.
Deferred Revenue	144,411.						144,411.
Collections Received In Advance	57,513.						57,513.
Bonds Payable-Long Term						$ 7,625,000.	7,625,000.
Bonds Authorized & Unissued						5,950,000.	5,950,000.
Total Liabilities	$ 760,885.					$13,575,000.	$14,335,885.
Fund Equity:							
Reserved for Expenditures	$ 489,896.						$ 489,896.
Reserved for Encumbrances	64,347.			$28,214.			92,561.
Reserved for Petty Cash	750.						750.
Reserved for Capital Projects			$1,238,102.				1,238,102.
Reserved for Endowments					$ 78,309.		78,309.
Reserved for Special Purposes		$(11,401.)			450,364.		438,963.
Undesignated	1,604,579.						1,604,579.
Retained Earnings				10,447.			10,447.
Total Fund Equity	$2,159,572.	$(11,401.)	$1,238,102.	$38,661.	$528,673.		$ 3,953,607.
TOTAL LIABILITIES & FUND EQUITY	$2,920,457.	$(11,401.)	$1,238,102.	$38,661.	$528,673.	$13,575,000.	$18,289,492.

SEE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS

TOWN OF BOXFORD
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
YEAR ENDED JUNE 30, 1997

	GOVERNMENTAL FUND TYPES			FIDUCIARY FUND TYPES		COMBINED TOTAL
	GENERAL FUND	SPECIAL REVENUE FUND	CAPITAL PROJECT FUND	ENTERPRISE FUND	TRUST FUNDS	(MEMORANDUM ONLY)
REVENUES:						
Taxes	$11,192,975.					$ 11,192,975.
Charges for Services		$407,069.		$164,242.		571,311.
Licenses & Permits	255,373.					255,373.
Intergovernmental	1,564,980.	352,291.			$ 3,150.	1,920,421.
Fines & Forfeits	40,583.					40,583.
Departmental	80,956.					80,956.
Miscellaneous	284,179.			7,164.	127,851.	419,194.
TOTAL REVENUES	$13,419,046.	$759,360.		$171,406.	$131,001.	$ 14,480,813.
EXPENDITURES:						
General Government	$ 713,055.	$ 10,832.		$155,743.		$ 879,630.
Public Safety	1,364,840.	211,003.				1,575,843.
Education	7,406,052	284,686.	$ 3,542,927.		$ 26,587.	11,260,252.
Public Works	631,735.	356,793.				988,528.
Human Services	257,890.	12,945.			822.	271,657.
Culture & Recreation	221,267.	10,397.			12,323.	243,987.
Debt Service	1,557,975.					1,557,975.
State & County Assessments	80,342.					80,342.
Insurance & Pension	750,502.					750,502.
Miscellaneous					63,942.	63,942.
TOTAL EXPENDITURES	$12,983,658.	$886,656.	$ 3,542,927.	$155,743.	$103,674.	$ 17,672,658.

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	$ 435,388.	$(127,296.)	$(3,542,927.)	$ 15,663.	$ 27,327.	$ (3,191,845.)
OTHER FINANCING SOURCES (USES):						
Operating Transfers In	$ 10,025.	$ 28,800.				$ 38,825.
Operating Transfers Out	(43,550.)	(25.)			$(10,000.)	(53,575.)
TOTAL OTHER FINANCING SOURCES (USES)	$ (33,525.)	$ 28,775.			$(10,000.)	$ (14,750.)
EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	$ 401,863.	$ (98,521.)	$(3,542,927.)	$ 15,663.	$ 17,327.	$ (3,206,595.)
Fund Balances, July 1, 1996	1,757,709.	87,120.	4,781,029.	22,998.	511,346.	7,160,202.
Fund Balances, June 30, 1997	$ 2,159,572.	$ (11,401.)	$ 1,238,102.	$ 38,661.	$528,673.	$ 3,953,607.

TOWN OF BOXFORD
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ALL SPECIAL REVENUE FUNDS
YEAR ENDED JUNE 30, 1997

	FEDERAL & STATE GRANTS				REVOLVING	
	EDUCATION	HIGHWAY	OTHER	SCHOOL	OTHER	TOTAL
REVENUES:						
Charges for Services				$235,942.	$171,127.	$ 407,069.
Intergovernmental	$97,274.	$ 192,837.	$62,180.			352,291.
TOTAL REVENUES	$97,274.	$ 192,837.	$62,180.	$235,942.	$171,127.	$ 759,360.
EXPENDITURES:						
General Government			$ 1,379.		$ 9,453.	$ 10,832.
Public Safety			53,390.		157,613.	211,003.
Education	$72,876.			$211,810.		284,686.
Public Works		$ 356,793.				356,793.
Human Services			4,663.		8,282.	12,945.
Culture & Recreation			6,746.		3,651.	10,397.
TOTAL EXPENDITURES	$72,876.	$ 356,793.	$66,178.	$211,810.	$178,999.	$ 886,656.

EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	$24,398.	$(163,956.)	$(3,998.)	$ 24,132.	$(7,872.)	$(127,296.)
OTHER FINANCING SOURCES (USES):						
Operating Transfers In			$28,800.			$ 28,800.
Operating Transfers Out				$ (25.)		(25.)
TOTAL OTHER FINANCING SOURCES (USES)			$28,800.	$ (25.)		$ 28,775.
EXCESS (DEFICIT) OF REVENUE AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	$24,398.	$(163,956.)	$24,802.	$ 24,107.	$(7,872.)	$ (98,521.)
Fund Balances, July 1, 1996	4,735.		63,118.	13,850.	5,417.	87,120.
Fund Balances, June 30, 1997	$29,133.	$(163,956.)	$87,920.	$ 37,957.	$(2,455.)	$ (11,401.)

TOWN OF BOXFORD
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
CAPITAL PROJECTS FUND
YEAR ENDED JUNE 30, 1997

	COLE SCHOOL	SPOFFORD POND SCHOOL	COLE & SPOFFORD SCHOOLS	TOTAL
REVENUES:				
Bond Proceeds				
EXPENDITURES:				
Construction	$ 1,800.	$ 4,200.	$ 3,536,927.	$ 3,542,927.
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES	$(1,800.)	$(4,200.)	$(3,536,927.)	$(3,542,927.)
OTHER FINANCING SOURCES:				
Operating Transfers In				
Operating Transfers Out				
TOTAL OTHER FINANCING SOURCES				
EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	$(1,800.)	$(4,200.)	$(3,536,927.)	$(3,542,927.)
Fund Balances, July 1, 1996	$ 1,971.	$ 8,427.	$ 4,770,631.	$ 4,781,029.
Fund Balances, June 30, 1997	$ 171.	$ 4,227.	$ 1,233,704.	$ 1,238,102.

TOWN OF BOXFORD
STATEMENT OF REVENUES AND EXPENDITURES
ENTERPRISE FUND - ROADSIDE WASTE COLLECTION
YEAR ENDED JUNE 30, 1997

	BUDGET	ACTUAL	
REVENUES:			
Stickers		$164,187.	
Bins		55.	
Interest		7,164.	
Total Revenues	$168,950.	$171,406.	
EXPENDITURES:			
Outside Contractor		141,579.	
Miscellaneous		14,164.	
Total Expenditures	$168,950.	$155,743.	
Excess (Deficit) of Revenues Over Expenditures		$ 15,663.	
Excess (Deficit) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Uses		$ 15,663.	
Fund Balance, July 1, 1996		$ 22,998.	
Fund Balance, June 30, 1997		$ 38,661.	*

* Will be reduced to $10,447. by expenditures encumbered at June 30, 1997.

TOWN OF BOXFORD
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
EXPENDABLE TRUST FUNDS
YEAR ENDED JUNE 30, 1997

	UNEMPLOYMENT FUND	TRUST FUNDS	STABILIZATION FUND	INSURANCE FUND	ALL OTHER FUNDS	TOTAL
REVENUES:						
Contributions & Donations		$ 17,000.			$ 43,153.	$ 60,153.
Investment Income	$ 1,208.	4,325.	$ 12,832.	$ 2,898.	3,174.	24,437.
All Other Income				899.	45,512.	46,411.
TOTAL REVENUES	$ 1,208.	$ 21,325.	$ 12,832.	$ 3,797.	$ 91,839.	$131,001.
EXPENDITURES:						
Education		$ 26,344.			$ 243.	$ 26,587.
Culture & Recreation					12,323.	12,323.
Human Services					822.	822.
Miscellaneous	$ 1,643.	4,551.		$ 26,623.	31,125.	63,942.
TOTAL EXPENDITURES	$ 1,643.	$ 30,895.		$ 26,623.	$ 44,513.	$103,674.
EXCESS (DEFICIT) OF REVENUES OVER (UNDER) EXPENDITURES						
OTHER FINANCING SOURCES:						
Operating Transfers In						
Operating Transfers Out			$(10,000.)			$(10,000.)
TOTAL OTHER FINANCING SOURCES			$(10,000.)			$(10,000.)

EXCESS (DEFICIT) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	$ (435.)	$(9,570.)	$ 2,832.	$(22,826.)	$ 47,326.	$ 17,327.
Fund Balances, July 1, 1996	$24,726.	$87,879.	$251,328.	$ 66,643.	$ 80,770.	$ 511,346.
Fund Balances, June 30, 1997	$24,291.	$78,309.	$254,160.	$ 43,817.	$128,096.	$ 528,673.

TOWN OF BOXFORD
LONG TERM DEBT GROUP OF ACCOUNTS
BONDS PAYABLE
AS OF JUNE 30, 1997

	OUTSTANDING 6/30/96	ADDITIONS	RETIREMENTS	OUTSTANDING 6/30/97
BUILDING IMPROVEMENTS - SCHOOLS				
Spofford Pond School - Building	$1,475,000.		$125,000.	$1,350,000.
Cole School - Building				
Bond Issue I	1,230,000.		410,000.	820,000.
Bond Issue II	585,000.		195,000.	390,000.
Cole and Spofford	5,280,000.		215,000.	5,065,000.
TOTAL	$8,570,000.		$945,000.	$7,625,000.

TOWN OF BOXFORD
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 1997

1. Summary of significant accounting policies.

The accompanying financial statements have been prepared in conformity with the accounting practices prescribed by the Uniform Municipal Accounting System (Uniform System) promulgated by the Commonwealth of Massachusetts Department of Revenue. The significant accounting practices required by the Uniform System and followed by the Town of Boxford are presented below. Accounting requirements of the Uniform System vary in some respects from generally accepted accounting principles. A summary of the significant differences is presented in Notes following.

2. Fund accounting.

Financial transactions of the Town are recorded in the following funds and accounts:

General Fund - An accounting for all transactions not properly accounted for in other prescribed funds and accounts.

Special Revenue Fund - An accounting for revenues legally restricted for specific current operating expenditures, which include the following:

Federal & State Grants
  Education
  Highway
  Other
Wetlands
Revolving Funds

Enterprise Fund - An accounting for revenues and expenditures related to the roadside collection solid waste and recycling enterprise fund.

Capital Projects Fund - An accounting for transactions related to receipts and disbursements of funds used for the acquisition, construction or improvements of major capital facilities.

Trust Funds - An accounting for trust funds received by the Town and investment funds of the Town. In most cases, restrictions have been placed on the use of these by the grantors.

Long-Term Debt Group of Accounts - An accounting for unmatured long-term general obligation bonds.

3. Revenue recognition.

Real estate and personal property tax revenues are recorded on a modified accrual basis. All other revenues for all funds are recorded as revenues when received in cash. Accounts receivable balances related to other revenues are offset by a reserve until collected.

4. Expenditures, encumbrances and appropriation balances.

   Expenditures are recorded on a cash basis. Special articles, principally capital projects and other non-recurring appropriations, voted at Town Meeting are reserved as expenditures from fund balances. These appropriations do not lapse at year-end and continue until expended or closed to unreserved fund balance.

5. Generally accepted accounting principles.

   The significant differences between the accounting practices applied in preparing the accompanying financial statements (see Note 1) and generally accepted accounting principles (GAAP) are set forth below. It is not practical to quantify the effects of the differences on the accompanying financial statements.

6. Fund accounting.

   GAAP requires the segregation and reporting of all financial transactions in eight types of funds and two groups of accounts. Financial transactions for the following types of activities are accounted for by the Town on a basis which differs from GAAP:

   Payments of principal and interest on long-term debt issues are presently recorded in the General Fund. GAAP requires that such payments be accounted for in Debt Service Funds.

   In addition, GAAP requires that a General Fixed Asset Group of Accounts be maintained to provide historical cost information for property, buildings and equipment. Such information is not required, but is suggested by the Uniform System.

TOWN OF BOXFORD
DETAILED STATEMENT OF REVENUES - GENERAL FUND
YEAR ENDED JUNE 30, 1997

TAXES:		
Personal Property	$ 143,215.	
Real Estate	10,078,137.	
Liens	41,093.	
Motor Vehicle	849,548.	
Penalties & Interest	55,288.	$11,167,281.
CHARGES FOR SERVICES:		
Town Clerk	$ 7,379.	
Planning Board	23,375.	
Tax Collector	20,941.	
Other	5,464.	57,159.
LICENSES & PERMITS:		
Alcoholic Beverages License	$ 500.	
Dog Licenses	15,094.	
Fire Department Inspections	13,470.	
Building Permits	145,876.	
Electrical Permits	22,511.	
Gas & Plumbing Permits	15,455.	
Board of Health Permits	42,055.	
Other Permits	412.	255,373.
STATE:		
Highway	$ 64,974.	
State Owned Land	18,664.	
School Aid, Chapter 70	340,535.	
Additional Assistance	45,818.	
Pupil Transportation	83,565.	
School Construction	745,681.	
Lottery	254,586.	
Other	21,854.	1,575,677.
OTHER GOVERNMENT:		
Court Fines	$ 31,613.	
False Alarm Fines	7,550.	
Other	1,420.	40,583.
MISCELLANEOUS:		
Earnings on Investments	$ 284,179.	
Other	13,098.	297,277.
GRAND TOTAL		$13,393,350.

TOWN OF BOXFORD
STATEMENT OF REVENUES AND EXPENDITURES
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED JUNE 30, 1997

	GENERAL FUND		
	BUDGET	ACTUAL	
REVENUES:			
Property Taxes & Special Assessments	$10,244,206.	$10,262,445.	
State Aid - Cherry Sheet	1,532,695.	1,575,677.	
Local Receipts	1,030,000.	1,555,229.	
Total Revenues	$12,806,901.	$13,393,351.	
EXPENDITURES:			
General Government	$ 608,411	$ 573,064.	
Public Safety	1,226,119.	1,197,918.	
Education	7,337,222.	7,336,532.	
Public Works	536,566.	530,437.	
Human Services	202,453.	197,170.	
Culture & Recreation	225,296.	225,244.	
Debt Service	1,557,974.	1,557,974.	
State & County Assessments	82,486.	84,006.	(1)
Insurance	516,000.	493,278.	
Pension	260,430.	257,675.	
TOTAL EXPENDITURES	$12,552,957.	$12,456,298.	(2)

NOTES:
(1) Overage funded by tax recap of Fiscal Year 1998.
(2) Does not include warrant articles in the amount of $599,021.

TOWN OF BOXFORD
WARRANT ARTICLES
FISCAL YEAR 1997

Warrant articles are appropriated at Town Meetings and represent nonrecurring projects and expenditures which are in addition to the annual operating budget. Warrant article balances do not lapse at year end, and may be carried over indefinitely. The warrant article expenditures detail for Fiscal Year 1997 are as follows:

ART. #		DATE APPROPRIATED	DESCRIPTION	AMOUNT
15	STM	12/8/92	Town Audit	$ 7,000.
27	ATM	5/24/94	Computerize Water Quality Data	1,358.
04	STM	5/9/95	Road Maintenance - FY/1995	8,916.
05	STM	5/9/95	Drainage Works Projects FY/1995	1,698.
13	ATM	5/9/95	Purchase Pumper	131,506.
23	ATM	5/9/95	Purchase Photocopy Machine	1,138.
43	ATM	5/9/95	Update Master Plan	1,647.
04	STM	8/8/95	Water Supply-Spofford Road Area	4,320.
02	STM	2/27/96	Camp Sacajawea Renovations	9,166.
06	STM	2/27/96	Land Use Plan-Town Owned Land	3,314.
03	STM	5/14/96	Stiles Pond Dam Construction	5,953.
04	STM	5/14/96	Road Maintenance - FY/1996	20,117.
05	STM	5/14/96	Repair Caterpillar 973 Machine	25,000.
06	STM	5/14/96	Purchase Sander Body For Truck	6,975.
17	ATM	5/14/96	Maintenance Town Buildings	58,742.
19	ATM	5/14/96	Purchase Police Cruiser	23,353.
20	ATM	5/14/96	Exhaust Systems - Fire Stations	16,341.
21	ATM	5/14/96	Purchase Grass Mower	12,099.
25	ATM	5/14/96	Purchase One Ton Truck	29,965.
26	ATM	5/14/96	Technology Plan - Year Two	84,854.
28	ATM	5/14/96	Repairs Chadwick Soccer Field	1,448.
29	ATM	5/14/96	Landfill Recycling Center	1,440.
31	ATM	5/14/96	Pension Assessment	8,438.
34	ATM	5/14/96	Masconomet Feasibility Study	18,445.
36	ATM	5/14/96	Real Estate Appraisals	4,078.
59	ATM	5/14/96	Help Abused Women & Children	1,500.
60	ATM	5/14/96	Tri-Town Council-Y&F Services	14,179.
03	STM	10/22/96	Tailgate Spreader	7,265.
05	STM	10/22/96	Repair Johnson Field	59,627.
07	STM	10/22/96	Boy Scout Park Irrigation System	10,000.
17	STM	10/22/96	Relocation of Fuel Pumps	8,455.
19	STM	10/22/96	Air Quality Evaluation Schools	6,593.
--	-	--	All Other Warrant Articles	4,091.
TOTAL				$599,021.

BOARD OF ASSESSORS

During 1997, the Assessor's Office continued to be a busy place due in major part to the hot real estate market. Sixty new home permits were issued with many completed during 1997, and new home sales were approximately 100.

In spite of a significant increase in property values of about $33,000,000, spending voted at town meeting pushed the tax rate up by 70 cents/$1000 of valuation to $14.30/$1000.

At the May 1997 town meeting the town approved a state law moving the total assessed value date for tax purposes from December 31 to June 30. This will first affect value totals in 1998.

Townspeople are reminded that various state laws allow for exemptions or tax relief for some situations involving veterans, low income, blindness or minors. Contact the Assessor's Office for details if you believe you may qualify.

The Assessor's Office was shocked and saddened in June by the sudden death of the Field Assessor, Richard "Rick" Marechal while on assessing business. In September, George Upton resigned from the Board of Assessors to become the new Field Assessor. Joseph Barrasso has been appointed to fill the vacancy.

The Assessors continue to be very appreciative of the work and support of the office staff, Barbara King and Roberta Whitaker.

Mary Morton, Chairperson
Mario Leslie
Joseph Barrasso

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF REVENUE

TAX RATE RECAPITULATION

OF

TOWN OF BOXFORD

City or Town

FISCAL 1998

I. Tax Rate Summary

Ia. Total amount to be raised (from IIe)	$	14,990,243.85
Ib. Total estimated receipts and other revenue sources (from IIIe)	$	3,842,319.96
Ic. Tax levy (Ia minus Ib)	$	11,147,923.89

Id. Distribution of tax rates and levies

Is this a certification year? N <----(Enter Y or N)

Classified--> X Unclassified--> <----(Enter X)

(a) Class	(b) Levy Percentage (from LA-5)	(c) IC above times Each percent in col (b)	(d) Valuation by Class (from LA-5)	(e) Tax Rates (c)/(d)x1000	(f) Levy by Class (d)x(e)/1000
Residential	97.0081%	10,814,389.16	756,250,641.00	14.30	10,814,384.17
Open Space	0.3506%	39,084.62	2,733,500.00	14.30	39,089.05
Commercial	1.1569%	128,970.33	9,018,986.00	14.30	128,971.50
Industrial	0.0635%	7,078.93	495,100.00	14.30	7,079.93
SUBTOTAL	98.5791%	**********	768,498,227.00	**********	10,989,524.65
Personal	1.4209%	158,400.85	11,076,870.00	14.30	158,399.24
TOTAL	100.0000%	**********	779,575,097.00	**********	11,147,923.89

Board of Assessors of TOWN OF BOXFORD 12/01/97 978 887 3674

City or Town Date Tel. No.

1_____2_____3_____

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed by _____

Date _____

Director of Accounts Date

*

IIa.	Appropriations (col. (b) through col. (e) from Page 4)		$ 13,064,445.96
IIb.	Other amounts to be raised		
	1. Amounts certified for tax title purposes	12,000.00	
	2. Debt and interest charges not included on Page 4	1,395,752.00	
	3. Final court judgments		
	4. Total overlay deficits of prior years		
	5. Total cherry sheet offsets (see cherry sheet 1-ER)	9,934.00	
	6. Revenue deficits		
	7. Offset receipts deficits Ch. 44, Sec. 53E		
	8. Authorized deferral of teachers' pay		
	9. Snow and ice deficit Ch. 44 Sec. 31d		
	10. Other (specify on separate letter)	333,907.09	
	TOTAL IIb		$ 1,751,593.09
IIc.	State and county cherry sheet charges (C.S. I-EC cols. 1 and 2)		70,009.00
IId.	Allowance for abatements and exemptions (OVERLAY) NOTE- Is OL-1 Form Completed?		104,195.80
IIe.	Total amount to be raised (Total IIa through IId)		$ 14,990,243.85
III.	Estimated receipts and other revenue sources		
IIIa.	Estimated receipts - State		
	1. Cherry sheet estimated receipts (C.S. I-ER Total)	1,696,683.00	
	2. Cherry sheet overestimates (C.S. I-EC Part E col. 3)	0.00	
	TOTAL IIIa		$ 1,696,683.00
IIIb.	Estimated receipts - Local		
	1. Local receipts not allocated (Page 3, col.(b), Line 23)	1,204,500.00	
	2. Offset receipts (See Schedule A-1)	0.00	
	3. Enterprise funds (See Schedule A-2)	193,325.00	
	TOTAL IIIb		$ 1,397,825.00

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF REVENUE

TAX RATE RECAPITULATION FISCAL 1998

OF

TOWN OF BOXFORD

City or Town

I. Tax Rate Summary

Ia. Total amount to be raised (from IIe) $ 14,990,243.85

Ib. Total estimated receipts and other revenue sources (from IIIe) $ 3,842,319.96

Ic. Tax levy (Ia minus Ib) $ 11,147,923.89

Id. Distribution of tax rates and levies

Is this a certification year? N <----(Enter Y or N)

Classified--> X Unclassified--> <----(Enter X)

(a) Class	(b) Levy Percentage (from LA-5)	(c) IC above times Each percent in col (b)	(d) Valuation by Class (from LA-5)	(e) Tax Rates (c)/(d)x1000	(f) Levy by Class (d)x(e)/1000
Residential	97.0081%	10,814,389.16	756,250,641.00	14.30	10,814,384.17
Open Space	0.3506%	39,084.62	2,733,500.00	14.30	39,089.05
Commercial	1.1569%	128,970.33	9,018,986.00	14.30	128,971.50
Industrial	0.0635%	7,078.93	495,100.00	14.30	7,079.93
SUBTOTAL	98.5791%	**********	768,498,227.00	**********	10,989,524.65
Personal	1.4209%	158,400.85	11,076,870.00	14.30	158,399.24
TOTAL	100.0000%	**********	779,575,097.00	**********	11,147,923.89

Board of Assessors of TOWN OF BOXFORD 12/01/97 978 887 3674

City or Town Date Tel. No.

1_____2_____3_____

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed by _____

Date _____

Director of Accounts Date

*

IIa. Appropriations (col. (b) through col. (e) from Page 4)		$ 13,064,445.96
IIb. Other amounts to be raised		
1. Amounts certified for tax title purposes	12,000.00	
2. Debt and interest charges not included on Page 4	1,395,752.00	
3. Final court judgments		
4. Total overlay deficits of prior years		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	9,934.00	
6. Revenue deficits		
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31d		
10. Other (specify on separate letter)	333,907.09	
TOTAL IIb		$ 1,751,593.09
IIc. State and county cherry sheet charges (C.S. I-EC cols. 1 and 2)		70,009.00
IId. Allowance for abatements and exemptions (OVERLAY) NOTE- Is OL-1 Form Completed?		104,195.80
IIe. Total amount to be raised (Total IIa through IId)		$ 14,990,243.85
III. Estimated receipts and other revenue sources		
IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. I-ER Total)	1,696,683.00	
2. Cherry sheet overestimates (C.S. I-EC Part E col. 3)	0.00	
TOTAL IIIa		$ 1,696,683.00
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col.(b), Line 23)	1,204,500.00	
2. Offset receipts (See Schedule A-1)	0.00	
3. Enterprise funds (See Schedule A-2)	193,325.00	
TOTAL IIIb		$ 1,397,825.00

IIIc. Revenue sources appropriated for particular purposes

1. Free cash (Page 4, col. (c))	265,735.41	
2. Other available funds (Page 4, col. (d))	482,076.55	
TOTAL IIIc		$ 747,811.96

IIId. Other revenue sources appropriated specifically to reduce the tax rate

1a. Free cash...appropriated on or before June 30, 1997		
b. Free cash...appropriated on or after July 1, 1997		
Total free cash appropriated to reduce the tax rate	0.00	
2. Municipal Light Source		
3. Teachers' Pay Deferral		
4. Other source : Specify below:		
TOTAL IIId		$ 0.00

IIIe. Total estimated receipts and other sources
(Total IIIa through IIId) $ 3,842,319.96

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIe)			$ 14,990,243.85
b. Total estimated receipts and other revenue sources (from IIIe)	$ 3,842,319.96		
c. Total real and personal property tax levy (from Ic)	$ 11,147,923.89		
d. Total receipts from all sources (TOTAL IVb plus IVc)			$ 14,990,243.85

LOCAL RECEIPTS NOT ALLOCATED *

		(a) Actual Receipts Fiscal 1997	(b) Estimated ** Receipts Fiscal 1998
---> 1.	Motor vehicle excise	$ 849,548.00	$ 800,000.00
---> 2.	Other excise (Including Hotel/Motel)		
---> 3.	Penalties and interest on taxes and excises	55,288.00	44,500.00
---> 4.	Payments in lieu of taxes (Including 121A's)		
5.	Charges for Services - Water		
6.	Charges for Services - Sewer		
7.	Charges for Services - Hospital		
8.	Charges for Services - Trash Disposal		
9.	Other charges for services		
10.	Fees		
11.	Rentals		
12.	Departmental revenue - Schools		
13.	Departmental revenue - Libraries		
14.	Departmental revenue - Cemeteries		
15.	Departmental revenue - Recreation		
16.	Other departmental revenue	57,158.00	50,000.00
17.	Licenses and permits	255,373.00	200,000.00
18.	Special assessments		
--->19.	Fines and forfeits	40,583.00	40,000.00
--->20.	Investment income	284,179.00	70,000.00
--->21.	Miscellaneous recurring (please specify)		
22.	Miscellaneous non-recurring (please specify)	13,100.00	0.00
23.	TOTALS	$ 1,555,229.00	$ 1,204,500.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 1998 tax rate recapitulation form by the City or Town Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be funded.

12/01/97	WILLIAM P. O'BRIEN	(978) 887-0710
Date	Accountant/Auditor	Tel. No.

* Do not include receipts in columns (a) or (b) that were voted by the City/Town Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3.

** Written documentation should be submitted to support increases/ decreases of estimated receipts to actual receipts.

-> Written documentation should be submitted to support increases/ decreases of FY97 estimated receipts to FY98 estimated receipts to be used in calculating the municipal revenue growth factor.

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

		APPROPRIATIONS					AUTHORIZATIONS	
							MEMO ONLY	
City/Town Council or Town Meeting Dates ^MM/DD/YR	FY*	(a) Total Appropriations Of Each Meeting	(b) ** From Raise and Appropriate (Tax Levy)	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts, See A-1 or Enterprise Funds, See A-2	(f) *** Revolving Funds See A-3	(g) Borrowing Authorization
5/13/97	97	$38,500.00		25,709.18	12,790.82			
5/13/97	98	$11,917,840.96	11,606,670.00	112,735.00	9,610.96	188,825.00	35,000.00	
5/14/97	98	$871,649.00	392,316.00	19,658.23	459,674.77			5,200,000.00
10/28/97	98	$236,456.00	128,823.00	107,633.00				
		$0.00						
		$0.00						
		$0.00						
		$0.00						
		$0.00						
		$0.00						
		$0.00						
Totals		$13,064,445.96	12,127,809.00	265,735.41	482,076.55	188,825.00		
		Must Must Equal Cols. (b) thru (e)		Complete Schedule B-1	Complete Schedule B-2	Complete Schedule A-1 and/or A-2	Complete Schedule A-3	

* Enter the fiscal year to which the appropriation relates, i.e., fiscal year 1997 or fiscal year 1998.

** Appropriations included in column (b) must not be reduced by local receipts or any other funding source. Appropriations must be entered in gross to avoid a duplication in the use of estimated or other sources of receipts.

*** Include only revolving funds pursuant to Chapter 44, Section 53E 1/2

I hereby certify that the appropriations correctly reflect the votes taken by Town Meeting/City Council.

City/Town _____ Date _____ Clerk _____ Tel. No. _____

FINANCE COMMITTEE

The past twelve months has been a period of significant transition in the membership of the Finance Committee. Thomas Granneman and Alexander Colby, both valued members of the committee, had to resign due to pressing professional related reasons. J. Duke Brown, who had served the committee for several years including service as Chairman and Vice Chairman, was elected to the Board of Selectmen. Robert J. Eisenberg who had also served as Chairman and Vice Chairman was not reappointed. The four new members of the committee have shown that they are eager to learn and are valuable additions: Peter Bernardin, Barbara Jessel, Eve Trkla and Robert Turner.

The Finance Committee is appointed by the Board of Selectmen and serves the Town in all matters related to financial matters. Our most significant responsibility is to assist in preparing the budgets which are voted on at Annual Town Meeting. We are also responsible for presenting a Finance Committee position on all warrant articles that involve spending or policy matters that involve financial matters.

In 1997, the Finance Committee continued work on development of its budgetary and planning models and initiated efforts with the Board of Selectmen and other parties to lay out a clear Fiscal Policy for FY 1999. Attached to this report is a letter laying out the policy that was developed.

Attached to this report are: a table showing Town of Boxford actual spending for the Fiscal Years 1991 through 1997 as well as the FiscalYear 1998 Budget and a graph which shows the Tax Rate for the fiscal Years 1988 through 1998. When reviewing the Actual Spending and Budget numbers, be aware that this table shows only those values that are acted upon at Town meetings. The Town spends money for several other things not shown here, including but not limited to: warrant articles, debt service and in-governmental charges.

When reviewing the Tax rate chart, be aware that prior Town actions will affect the Fiscal Year 1999 Tax rate but are not included in the FY '98 rate. This includes the following actions taken at the Special Fall Town Meeting in 1998: Masconomet expansion design funds and the purchase of conservation land. The FY '99 and/or FY '00 Tax rate will also be affected by previous Town action which authorized expenditures (without appropriation) for the landfill closure.

Spending by the Town has increased significantly over recent years for a variety of reasons, including: growth in the population, salary increases over and above the inflation rate and productivity gains, unfunded mandates pushed down by the State of Massachusetts (e. g. Education Reform Act of 1993 and costs associated with special education mandated by MGL Chapter 766), new and expanded programs and capital spending. Capital spending that either has or will affect the Tax rate includes expansions to Cole and Spofford schools and conservation land purchases.

Aside from budget and capital items discussed above, several other items may or will affect spending and thus the Tax rate over the course of the next several years. This includes:

- Appropriation for landfill closure
- New or expanded police station
- New Town Hall
- Additional conservation land purchases
- Third school
- Actual Masco expansion
- Reapportionment of cost responsibility by the Tri-Town School Union
- New library

Respectfully submitted,

Boxford Finance Committee

Charles D. Laderoute - Chairman
Robert Conroy - Vice Chairman
Don Scutiere
Peter Bernardin
Barbara Jessel
Eve Trkla
Robert Turner

Town of Boxford
Finance Committee

Date: December 11, 1997

To:
Board of Selectmen
Finance Committee
Capital Budgeting Com
Treasurer/Tax Collector
Town Accountant
Tom Hauenstein

From: Finance Committee/CD Laderoute

Subject: Financial Policy Consensus for FY '99

This summarizes what I believe to be was the consensus agreed to by the members in attendance at the December 2, 1997 Fin Com meeting. Persons in attendance included all those in the To: above.

If I hear nothing to the contrary, I will assume that this is an accurate portrayal of our agreements.

1 "Free Cash" target goal after **all** FY '99 Town Meetings

700 K

Discussion: Our FY '98 "Free Cash" was certified at a level of $1,361,927. This included a regeneration of approximately $300,000 that is one time. In order to husband this for use over the next couple of budget cycles, it was decided to raise the free cash goal by 200 K over the 500 K that would otherwise have been used. Additionally, make a 100 K transfer to the Stabilization fund.

2 Contribution to Stabilization Fund

100 K

Discussion: See 1 above.

3 Guidelines for Contract Negotiations & Salary related Issues

3 % inclusive of all direct salary and compensation considered as a package; e.g. inclusive of clothing, boot allowances, etc.

Discussion: This 3 % guideline assumes that the current salary package is reasonable. The Fin Com reiterated its desire to have the Personnel Board assist in all areas related to salary and human resources including contract negotiations as per the Resolution we passed on Nov. 4, 1997. To the extent possible, the Fin Com will attend contract negotiations, but it is our desire to serve more as observers rather than being actively involved.

4 Operating Budget

Definition: Amount approved as the budget at Annual Town Meeting. May include expenditures within the town confines and may include expenditures of a capital nature that are frequent and repetitive; e.g. police cruisers

The Operating Budget must be paid for with tax revenue. If the tax revenue is inadequate to cover the Operating Budget, then cuts must be made to the budget recommendations or put enough on overrides to close the gap. "Free Cash" will not be used to close such a gap. Note that we might consider excluding in this determination the amount for capital items included in the Operating Budget.

5 Budget Guidelines

Non-salary related budget items - Maximum of 2 1/2% over FY '98.

Budget letter to be sent out this year under the signature of the Chairs of both the Board of Selectmen and the Finance Committee.

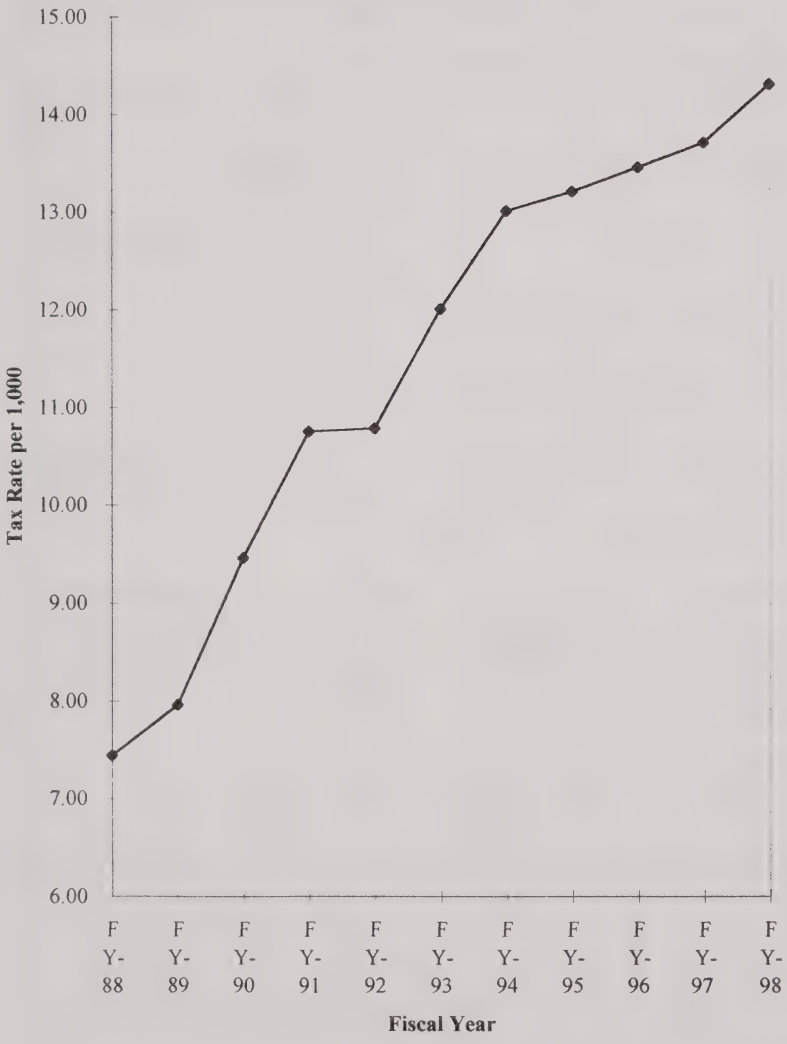
Town of Boxford
FY '91 - 97 Actual and FY '98 Budget

Line	Dept	17-Feb-98	Actual 91 Spend	Actual 92 Spend	Actual 93 Spend	Actual 94 Spend	Actual 95 Spend	Actual 96 Spend	Actual 97 Spend	Accepted 98 Budget
1		**I. GENERAL GOVERNMENT**								
2	122	Selectmen	79,424	71,977	85,177	93,025	91,993	96,783	115,791	133,677
3	151	Town Counsel	25,704	20,000	22,043	26,769	37,705	47,428	0	0
4	152	Personnel Board	386	150	0	52	198	533	525	3,300
5	155	Computer Repairs & Maintenance	0	0	0	0	0	0	393	0
6	160	Town Clerk - Salary	3,150	3,238	16,768	24,000	24,480	25,165	35,000	36,225
7	161	Town Clerk - All Other	10,408	11,482	12,191	14,116	20,647	22,212	21,757	25,454
8	171	Conservation Commission	1,196	1,975	1,917	3,345	4,731	4,352	30,592	42,979
9	174	Planning/Cons. Com. Office	17,743	1,745	21,189	21,601	19,469	20,949	0	0
10	175	Planning Board	4,604	950	914	482	2,884	2,399	9,647	16,000
11	176	Board of Appeals	1,625	1,634	1,477	1,655	1,944	2,168	1,555	3,942
12	192	Town Bldgs Maint & Utilities	70,105	64,548	62,483	59,905	55,149	84,296	96,952	85,625
13	519	Board of Health	93,651	90,453	72,233	108,382	124,865	100,084	156,009	192,697
14	541	Council on Aging	30,728	25,687	26,641	27,754	28,676	30,278	28,365	28,989
15	630	Recreation Committee	13,730	1,740	9,296	12,496	13,933	11,715	11,825	17,023
16	691	Historic District Comm	41	50	75	279	202	80	207	250
17		**GENERAL GOVERNMENT - TOTAL**	352,495	295,629	332,403	393,860	426,876	448,443	508,618	586,161
18										
19		**II. FINANCE**								
20	131	Finance Committee	135	140	140	135	4,353	1,241	549	1,690
21	135	Accountant	69,802	72,333	69,475	70,612	76,812	78,924	84,181	88,550
22	141	Assessors	45,360	39,668	45,218	55,779	60,029	59,818	57,887	55,191
23	144	Teasurer/Collector - Salary	13,835	17,983	20,925	21,943	33,000	34,155	35,692	36,941
24	145	Treasurer/Collector - All Other	43,730	48,239	55,156	56,344	64,294	62,884	69,804	71,019
25		Interest on Loans	22,463	10,000	0	0	0	0	0	0
26		**FINANCE - TOTAL**	195,325	188,363	190,913	204,813	238,488	237,023	248,114	253,391
27										
28		**III. PUBLIC SAFETY**								
29	210	Police - Salary	463,484	483,148	506,795	504,170	543,341	580,422	605,911	652,627
30	211	Police - All Other	52,713	51,974	51,277	47,608	48,407	61,350	55,603	85,522
31		(Police - Subtotal)	516,197	535,122	558,072	551,777	591,748	641,771	661,514	738,149
32	220	Fire	82,839	81,071	110,965	105,743	176,355	184,155	193,344	200,134
33	231	Ambulance Service	54,697	56,172	57,721	65,200	72,100	73,383	77,000	77,000
34	292	Animal Control Officer	6,622	10,458	11,871	12,298	16,546	19,320	18,878	19,308
35	293	Communication - Salary	112,101	134,746	125,031	131,394	134,616	141,370	150,512	159,412
36	294	Communications - All Other	20,892	22,487	19,598	25,902	25,585	21,345	23,855	28,213
37		(Comm - Subtotal)	132,993	157,233	144,630	157,296	160,201	162,714	174,367	187,625
38	296	Parking Clerk	38	150	16	3	0	48	7	150
39		**PUBLIC SAFETY - TOTAL**	793,386	840,206	883,274	892,316	1,016,950	1,081,392	1,125,109	1,222,366
40										
41		**IV. EDUCATION**								
42	310	Elementary Schools	2,257,514	2,257,536	2,460,827	2,760,817	3,096,565	3,514,317	4,037,278	4,622,379
43	610	Library - Salary	97,009	95,070	99,505	118,938	126,593	138,894	147,589	158,721
44	610	Library - All Other	35,844	39,931	39,723	54,596	52,599	52,776	61,645	66,939
45		(Library - Subtotal)	132,853	135,001	139,228	173,534	179,192	191,670	209,233	225,660
46	880	North Shore Vocational	29,635	31,139	32,993	34,492	47,464	47,213	57,329	60,157
47	890	Masconomet	2,397,636	2,536,962	2,459,488	2,486,822	2,643,941	2,891,566	3,219,998	3,589,055

Town of Boxford
FY '91 - 97 Actual and FY '98 Budget

Line	Dept	17-Feb-98	Actual 91 Spend	Actual 92 Spend	Actual 93 Spend	Actual 94 Spend	Actual 95 Spend	Actual 96 Spend	Actual 97 Spend	Accepted 98 Budget
48		**EDUCATION - TOTAL**	4,817,638	4,960,638	5,092,536	5,455,665	5,967,162	6,644,766	7,523,839	8,497,251
49										
50		**V. TOWN MAINTENANCE**								
51	433	Landfill Operations	70,668	89,050	4,971	6,262	34,336	34,615	18,648	19,441
52	491	Cemeteries	1,550	500	475	499	300	479	710	500
53	497	Gas and Oil Depot	41,193	32,417	25,773	23,758	28,823	33,628	30,493	30,000
54	498	DPW - Salary	167,317	155,120	167,240	178,239	188,377	235,401	201,510	230,434
55	499	DPW - All Other	118,030	82,157	101,984	120,783	130,636	146,070	111,316	126,218
56		(DPW - Subtotal)	285,347	237,277	269,225	299,021	319,013	381,470	312,826	356,652
57	496	Snow & Ice Removal	52,494	72,000	129,095	166,316	65,437	295,378	156,530	83,000
58		**TOWN MAINTENANCE - TOTAL**	451,252	431,244	429,538	495,857	447,909	745,570	519,207	489,593
59										
60		**VI. INSPECTORS**								
61	241	Building	30,817	27,251	28,171	33,206	33,631	35,055	44,677	57,857
62	243	Plumbing & Gas	0	5,365	5,529	6,216	7,631	7,469	7,979	8,441
63	244	Sealer of Weights and Measures	250	250	250	275	275	289	289	299
64	245	Electrical	6,379	5,367	7,108	8,137	10,034	10,433	10,521	11,255
65	249	Animal	2,015	2,059	2,138	2,220	3,144	3,500	3,800	4,072
66		**INSPECTORS - TOTAL**	39,461	40,292	43,196	50,054	54,714	56,747	67,267	81,924
67										
68		**VII. INSURANCE AND PENSIONS**								
69	914	Health Insurance	195,844	216,500	252,870	308,500	334,508	348,636	345,732	382,000
70	914	LTD Insurance	0	0	6,846	7,262	7,584	8,819	9,922	10,500
71	915	Life Insurance	679	800	689	899	979	950	873	1,050
72	919	Social Security - FICA	21,156	41,200	29,485	32,632	38,912	43,954	51,026	48,000
73	945	General Insurance	168,739	185,000	152,534	130,198	108,614	98,913	85,274	110,000
74		**INSURANCE AND PENSION - TOTAL**	386,418	443,500	442,424	479,490	490,598	501,271	492,828	551,550
75										
76		**GRAND TOTAL TOWN BUDGET**	7,035,975	7,199,872	7,414,284	7,972,055	8,642,698	9,715,212	**10,484,981**	**11,682,236**
77		Increase from Prior Year		163,897	214,412	557,771	670,643	1,072,514	769,768	1,197,256
78		Percent Increase		2.33	2.98	7.52	8.41	12.41	7.92	11.42

Boxford Tax Rate



OFFICE OF THE TREASURER/COLLECTOR OF TAXES

REPORT OF CASH, INTEREST INCOME AND DEBT

FISCAL YEAR 1997, ENDING JUNE 30, 1997

1. Cash Balances in the custody of the Treasurer as of June 30, 1997 were as follows:

General Fund Cash:	$1,791,706.84	
General Fund (School Bond):	$1,673,506.84	
Trust, Gift & Restricted:	528,672.51	
TOTAL ALL FUNDS:		$3,993,886.19

2. Investment income earned during the year ended June 30, 1997 was as follows:

General Fund Cash:	$ 113,972.51	
General Fund (School Bond):	$ 170,206.23	
Trust, Gift & Restricted:	$ 24,437.29	
TOTAL E.O.I. ALL FUNDS:		$ 308,616.03

3. Outstanding debts as of June 30, 1997 were as follows:

Purpose	Rate	Principal Due
Cole School Renovations	*	$ 910,000.00
Spofford School Renovations	**	$1,650,000.00
School Construction '96	***	$5,065,000.00
TOTAL ALL OUTSTANDING DEBT:		$7,625,000.00

* Rate varies over term from 6.00% to 6.35%
** Rate varies over term from 6.00% to 8.75%
*** Rate varies over term from 4.600% to 6.375%

The schedule of Trust, Gift and Restricted Funds reflecting receipts, expenditures for the Fiscal Year 1997 is attached as part of this report.

Respectfully submitted,

Alan J. Benson
Treasurer/Collector of Taxes

TOWN OF BOXFORD - Trust, Gift and Restricted Funds

FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/96	RECEIPTS	PAYMENTS	ALLOCATED INTEREST	BALANCE 6/30/97
TRUST FUNDS:						
Post war Re-hab Fund	Commission	1,526.88			89.26	1,616.14
Sarah Perley Trust Fund	Commission	12,191.77			712.71	12,904.48
Curtis Killam Burial Fund	Commission	2,537.63			148.35	2,685.98
Boxford Visiting Nurse Fund	Commission	17,281.89		4,551.40	744.19	13,474.68
Tri-Centennial Mem. Park Fund	Commission	9,660.45			564.73	10,225.18
Perley Parkhurst Cole Fund	Commission	9,775.22	14,000.00	19,094.00	273.66	4,954.88
Michelle Wilson Fund	Commission	10,072.47			588.82	10,661.29
Town School Fund	Commission	10,875.52		4,110.00	395.50	7,161.02
East Parish Library Fund	Library	472.47			27.62	500.09
West Parish Library Fund	Library	188.01			10.99	199.00
Emma S. Cote Library Fund	Library	2,388.81			139.65	2,528.46
Mary Stacy Holmes Library Fund	Library	628.06			36.72	664.78
Milton Lord Mem. Book Fund	Library	222.54			13.01	235.55
Mary Lew Serwo Fund	Library	0.00			0.00	0.00
Barker Trust Fund	Elem. School	1,101.25	3,000.00	2,539.69	91.29	1,652.85
Griffin Fund	Elem. School	8,956.51		600.00	488.51	8,845.02
Trust Sub-Total		$87,879.48	$17,000.00	$30,895.09	$4,325.01	$78,309.40
GIFT FUNDS:						
Library Equipment Donation Fund	Library	112.41				112.41
Memorial Gifts to Library Fund	Library	7,055.50	8,704.79	8,873.37		6,886.92
Council on Aging Donations	Cncl. Aging	1,529.14	1,729.57	821.55		2,437.16
D.A.R.E.	Police	4,300.10	475.00			4,775.10
Witch Hollow Farm Gift Fund	Selectmen	1,760.31				1,760.31
Fire Department Donations	Fire Dept.	1,436.30	1,550.00	153.31		2,832.99
Police Department Gift	Police Dept.	0.00	100.00			100.00
Animal Control Dept. Gift	ACO	0.00	491.00			491.00
Buy-A-Brick Elem. Technology Fund	Elem. School	0.00	29,245.00	243.20		29,001.80
Gift Fund Sub-total		$16,193.76	$42,295.36	$10,091.43		$48,397.69
RESTRICTED FUNDS:						
Arts Lottery Fund	Arts Council	803.46	3,150.00	3,450.00	57.62	561.08
Boxford Meadows Dev. Deposit	Plan. Board	10,557.06			538.99	11,096.05
Memorial Hill Dev. Deposit	Plan. Board	12,644.02			645.60	13,289.62
Scholarship Fund	Scholar. Com.	1,055.38	777.67		65.34	1,898.39
Education Fund	Scholar. Comm	69.90	80.00		4.33	154.23
Stabilization Fund	Town Meet.	251,327.71		10,000.00	12,832.16	254,159.87
Conservation Fund	Cons Com	6,705.66	18,862.00	10,815.01	157.03	14,909.68
Unemployment Fund	Selectmen	24,726.36		1,643.48	1,207.94	24,290.82
Insurance Fund	Commission	66,643.32	898.50	26,623.36	2,898.41	43,816.87
CONSULT: P/B ConsCom (var.)	P/B ConsCom	32,740.98	29,950.64	26,607.67	1,704.86	37,788.81
EARNINGS ON INVESTMENTS		0.00	24,437.29	24,437.29		0.00
GRAND TOTALS-------		$511,347.09	$137,451.46	$144,563.33	$24,437.29	$528,672.51

LITIGATION REPORT OF COUNSEL TO TREASURER/COLLECTOR OF TAXES

Town of Boxford v.

1. Paulette F. Straub, 26 Lawrence Road (two parcels)
   Land Court Docket 108644 TL & 108645 TL
   Town filed Petition to Foreclose Right of Redemption.
   Case pending. The taxpayer filed for c. 13 Bankruptcy protection. Docket 96-10116 CJK

2. Abruzese, et al, Willow Road (two parcels)
   Land Court Docket 109575 TL & 109576 TL
   Town filed Petition to Foreclose Right of Redemption.
   Case settled upon payment of all taxes & interest due, plus attorney's fees ($37,030.00).

3. Lester Crawford, 9 Cedar Street
   The taxpayer filed for c. 13 Bankruptcy protection.
   Docket 94-16839 JNF
   Town's Motion for Relief of Automatic Stay allowed.
   Town filed Petition to Foreclose Right of Redemption.
   Land Court Docket 115408
   Case settled upon payment of all taxes & interest due, plus attorney's fees ($14,950.80).

4. Townsend Farms Greenbelt Assn., Lot A, Townsend Farms Road
   Land Court Docket 115409 TL
   Town filed Petition to Foreclose Right of Redemption.
   Case pending.

5. Terrance P. Miklas, Trustee, Lockwood Lane
   Land Court Docket 115407
   Town filed Petition to Foreclose Right of Redemption.
   Case pending.

Respectfully submitted,

Donald J. Scutiere, Esq.
Special Counsel to Boxford
Treasurer/Collector of Taxes

BOARD OF COMMISSIONERS OF TRUST FUNDS

The purpose of the Board of Commissioners of Trust Funds ("BCTF") is to oversee the trust funds given or requested to the Town which are not specifically under the direction and control of other town officials or trustees. The Boxford BCTF came into existence in 1992 with the Commissioners elected at the Town Election. Prior to 1992 oversight of general trust funds was vested with the Board of Selectmen.

The most important 1997 effort by the BCTF was the review and determination of funding award scholarship requests submitted to the Perley-Parkhurst-Cole ("PPC") Trust Fund. Disbursements for 1997 from the PPC fund are shown in detail elsewhere in this report.

The Board authorized expenditures from the Town Insurance Fund for work on the underground fuel storage tank at the DPW and repair of a police cruiser. The Board authorized expenditures from the Post War Re-hab Fund and the Town Insurance Fund for replacement of the roof on the Boxford Community Center. The expenditures from the Post War Re-hab Fund depleted the balance in that fund and the BCTF voted to close out this fund. Additionally, disbursements were made from the Boxford Visiting Nurse Fund.

The BCTF wishes to recognize Charles D. Laderoute for past service as Board Commissioner.

Citizens of Boxford who wish to make a request for consideration of use of funds controlled by this Board should contact one of the members. The members would be pleased to answer any questions that a citizen may have regarding our activities and responsibilities or regarding what we oversee.

Judith Carr, Chair
Samuel N. Shields, Clerk
Alexander M. Colby

TOWN OF BOXFORD
BOARD OF COMMISSIONERS OF TRUST FUNDS

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

AWARDS FOR 1997

Masconomet Scholarships:

Cynthia Richards Young	$1,000
Bryn Leigh Hazelwood	1,000
Shannon A. Murphy	1,000
Rajendra Sood	1,000
Anna Elizabeth Salt	1,000
	$5,000

Scouting & Community Groups:

Boxford Explorer Troop #911	1,185
Boxford Boy Scout Troop #51	800
Hamilton Boy Scout Troop #35	1,200
Boxford Village School	909
	$4,094

Scholarships

Brian Prado	750
Andrew Steer	750
Jeffrey Hannoosh	1,000
Mark Robinson	500
Andrea Robinson	500
Matthew Puffer	2,500
Dennis Maccarone	500
Alan Maccarone	750
Jennifer McWeeny	500
Jennifer Benger	750
Joshua Ulman	750
Andrew Ulman	750
	$10,000

GRAND TOTAL FOR AWARDS **$19,094**

GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

1. This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

-To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.

-To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.

-To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.

-To assist and encourage private or public organizations in the Towns of Boxford and Hamilton which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit ONLY children from Boxford, or Scout Troops from BOXFORD OR HAMILTON. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through February 1 of the award year. The Commissioners of Trust Funds will conduct interviews of all applicants from February 1 through March 31, and will notify all applicants of their award status in late March and April.

Requests received after February 1 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, February 1.

4. Any request which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND
Commissioner of Trust Funds
Town Hall, 28 Middleton Road
Boxford, MA 01921
(508) 887-8181

GUIDELINES FOR INDIVIDUALS

1. The sum of $5,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:

-$1,000.00 scholarships distributed to (5) students

Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.

Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund.

Masconomet scholarships are to be distributed based on need and academic performance.

All applicants who are high school seniors at Masconomet, must apply directly to:

MASCONOMET SCHOLARSHIP FUND
c/o Dr. Kathleen Lynch, Superintendent
Masconomet Regional District High School
Topsfield, MA 01983

2. A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

-High School Transcript (if you are in your first or second year of college).
-Current College Transcripts (all years)
-Breakdown of your costs for the school year
-Breakdown of your income toward college costs
-List of activities, which you have been involved with, within the Town of Boxford or at your school.

The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:

    -Leader's name, address and telephone number
    -Number of Scouts in troop
    -Number of non-Boxford resident scouts
    -Specific request for funds: include amount requested, detail of equipment, activity, reason, etc.
    -Date by which funds are needed.

2. Scout Troops are requested to apply individually.

3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.

4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Commissioner of Trust Funds
Town of Boxford

CAPITAL BUDGETING COMMITTEE

The Committee welcomed Donald Scutiere to our ranks: Don replaced Charles Laderoute, who is now Chairman of the Finance Committee

We consider 1997 to have been a much more successful year for us. The primary reason is that, unlike in previous years, no Capital Expense escaped our attention: the communication among the Board of Selectmen, the Finance Committee and our Board was vastly improved and we think that is good for the Town. The second reason is that, thanks to the cooperation of the Selectmen's office, our recommendations to the Annual Town Meeting were printed on the Warrant, just as are the Fincom's, so voters have all fiscal recommendations in front of them. We believe that we are providing some value to the Town, as most of our recommendations were followed. A third reason is that we were the first Committee in town to point out the fiscal impracticalities inherent in the "Boxford-only" proposal which was soundly defeated at the October Town Meeting.

At this writing, it is too early to report any Capital Budgeting requests for FY 1999-2003. These, and our recommendations thereon, will be attached to the Warrant in May.

Peter K. Race, Chairman
Enid E. Thuermer, Vice Chair
Robert W. Conroy
Joyce Ricklefs
Donald Scutiere

PUBLIC SAFETY

Communications

Police

Fire

Animal Control Officer

COMMUNICATIONS DEPARMENT

Frequently in this community as with many cities and towns when we speak of emergency services, we speak of the Police Officer, Fire Fighter, EMT, or Paramedic who arrived at our home during our time of need. In Boxford, we speak often of a "Three tier response" to emergencies. Those three tiers being the Police, Fire, and Ambulance crews that respond to your calls. What is oft missing? The "forth tier" or perhaps as some like to say, the "first person on the scene", the Dispatcher.

Now in our 27th year of service to the Town of Boxford, the Communications Department is facing a great reality check. For we wonder how much longer we can work effectively in the space in which we are working, while at the same time meeting the demands of a growing population, an influx of new equipment, and the need to increase our staffing in a room that is no longer the best place to function efficiently in emergency situations.

Our room was designed in 1974 to be a "one person at a time" center of operations for business and emergency dispatching. Population growth and increases in activity often require that we work two dispatchers at a time to handle the high number of calls for services. In severe situations we are working three dispatchers at a time in a room with only 5' by 5' of usable floor space.

The Communications Department provides to others. This year for the Fire Department we placed an additional base radio at the West Fire Station to improve the transmitting and receiving capabilities for that area. This implementation has thus far proved successful as we embark on a year long study of it's success during our seasonal changes. We purchased several new minitor pagers for newly recruited fire fighters. We have replaced scanners for use in the police department vehicles, as well as provided each full-time officer with a lapel micraphone for his/her portable radio to create greater ease of use in certain situations. We replaced and improved the radio system at the Highway Garage for the Department of Public Works.

For ourselves, it is impossible to consider new advantages in technology for Dispatching Centers when we are without available space. It is nearly impossible for me to move forward in my plans to improve the staffing of this department to better serve our community. I shall move forward however. We shall as we have for 27 years continue to serve the needs of the residents of the Town of Boxford as best we can under the very worst of working conditions.

To those Dispatchers who answer your calls I say..thank you.

Warren Gould, John Bain, Kathy Zolla, Paula MacDonald, Kara Fitzpatrick, Paul Polonsky, Wendy Charest, Scott Lunn, and Barbara French.

THANK YOU TOM HAUENSTEIN

Allow me to close by way of thanks for his ever present guidance to me, with the statement made popular by your first Director of Communications, your former Civil Defense director, and my dearest father in-law Gordon A. Russell Sr.

"Cooperation from all Department Heads is greatly appreciated"

Elizabeth Russell
Director of Communications

COMMUNICATIONS STATISTICS
TOWN OF BOXFORD

1997 Year Totals

ALARMS	BURGLARY	FIRE	EQUIPT. FAILURE	OPER. ERROR	TRUE BURGLARY/FIRE	BILLS POSTED NOTICES
CALLED IN PRIVATE	816	40	51	231	66	226
BOARD KELTRON	185	14	21	47	3	42
TOTALS	1001	54	72	278	69	268

PHONE	POLICE	FIRE	DPW	COMM	TOW	AMBY	ACO	WLK IN	911	TOTAL
IN	19946	7986	647	1998	74	54	3962	3773	1048	39488
OUT	3982	4078	222	999	209	271	1964	NA	157	11882
TOTAL	23928	12064	869	2997	283	325	5926	3773	1205	51370

AMBULANCE	LYONS	AMR	CRUISER	OTHER	CANCEL/NO XPORT	GRAND TOTAL
TOTALS	171	88	0	1	- 21	239

WRECKERS	SCOTTY'S	TROMBLY'S	OTHER	CANCELLED	GRAND TOTAL
TOTAL	148	48	7	- 13	190

BOXFORD POLICE DEPARTMENT

In 1997, the departmental activity continued to increase as the community continues to grow, and as this growth occurs, the quality of services provided by your police department cannot be compromised. The number of full-time officers on a force is directly proportional to the size of the community's population. As Boxford increases in population to nearly 8,000 residents as of this report, the number of men and women serving on the police force necessary to provide needed services should increase proportionately.

The United States Justice Department is administering a program named COPS FAST. This program created specifically for communities with smaller populations, is part of the 1994 Crime Bill, and provides financial aid to hire new officers. The department applied for this grant in 1994 and was awarded a total grant sum of $ 150,000. These funds provide three years of federal assistance to hire full-time police officers.

The Justice Department awarded a second COPS FAST Universal Hiring grant to Boxford, totaling $ 75,000, over a three year period. As police chief, I encourage the Town to take advantage of this opportunity since it will not be offered again.

During 1997, the department was successful in many state grant applications and implemented Community Policing to help in the area of community awareness of police and crime issues forming a partnership with community, schools and police. The purchase of defibrillation equipment was accomplished through these monies. This equipment now allows the police officers to provide a vital emergency procedure.

The Drug Abuse Resistance Education Program (D.A.R.E.) graduated more sixth grade students at the Spofford Pond School, last spring. This important program continues to provide a positive example of police working with the community towards a common goal, a drug free society.

The D.A.R.E. program received a Massachusetts Department of Public Safety D.A.R.E. grant in 1997, helping to continue and expand our efforts. D.A.R.E.

The Youth Resource Officer position, held by Officer James Riter, is constantly expanding, as incidents involving juveniles are increasing in the community. Officer Riter is now a state certified juvenile officer able to handle all issues in this area.

As Chief of Police, I extend my appreciation to the residents of Boxford, The Board of Selectmen and all other town boards, committees and departments for their support and cooperation.

Gordon A. Russell
Chief of Police

Boxford Police Department
Year to Date Activity

Code	Description	1997
002	RAPE	1
003	ROBBERY	
004	AGGRAVATED ASSAULT	1
005	HOUSEBREAK	12
006	LARCENY	72
007	M.V. THEFT	1
008	NON AGGRAVATED ASSAULT	2
009	ARSON - BOMB	2
010	FORGERY	
011	FRAUD	2
012	EMBEZZELMENT	
013	STOLEN PROPERTY	35
014	VANDALISM	165
015	WEAPON VIOLATION	
017	SEX OFFENSES	4
018	DRUG VIOLATION	7
020	OFFENCES V.FAMILY/CHILD	5
021	O.U.I.L.	3
022	LIQUOR VIOLATION	4
024	DISORDERLY	1
026	OTHER NON M.V.	4
028	CURFEW VIOLATION	
029	RUNAWAY	15
030	REPOSESSED MV	2
031	TRESPASS	31
032	CIVIL COMPLAINT	6
034	THREAT/HARRASSMENT	28
035	WARRANT ARREST	10
036	SUMMONS/209A	29
037	LOCAL ORDINANCE	25
038	MISSING PERSON	17
039	LOST/FOUND PROPERTY	61
040	DISTURBANCE GENERAL	17
041	DOMESTIC	37
042	DISTURBANCE GATHERING	19
043	DISTURBANCE GUEST	1
044	DISTURBANCE SCHOOL	2
045	NOISE COMPLAINT	53
046	PHONE CALLS	64
047	SUSPICIOUS ACTIVITY	475
048	PROWLER	7
049	LITTERING	24

Code	Description	1997
050	GENERAL SERVICES	112
051	OFFICER WANTED	189
052	ESCORT	1
053	PRISONER TRANSPORT	
054	ASSIST PERSON	161
055	PROPERTY CHECK	432
056	MESSAGE DELIVERY	13
057	ANIMAL COMPLAINT	145
058	ASSIST AGENCY	58
059	ASSIST D.M.V.	275
060	SUICIDE	
061	PSYCHOLOGICAL AIDE	7
062	MEDICAL AIDE	200
063	REPORTED DEATH	/
064	OPERATION CONCERN	34
065	PROTECTIVE CUSTODY	6
066	FIRE CALL	276
067	BURGLAR ALARM	1039
069	ASSIST OTHER P.D.	69
070	MOTOR VEHICLE STOPS	1254
	ARRESTS	11
	VERBAL WARNING	755
	VIOLATION ISSUED	181
	WARNING ISSUED	307
071	USING W/O AUTHORITY	1
073	SPEEDING COMPLAINT	41
075	P.I. ACCIDENT	35
076	NON P.I. ACCIDENT	170
077	TRAFFIC/PARKING	251
078	ABANDONED MV	5
080	ABANDONED 911 CALL	53
089	TREES/WIRES/ETC	130
097	RECQVERED STOLEN MV	7

REPORT OF THE BOXFORD FIRE DEPARTMENT

The Boxford Fire Department wishes to make the following report to the citizens of Boxford for the year 1997:

Responses to Calls for Assistance

Structural	3	Brush, grass, woods	51
Electrical:		Investigations:	
Inside	8	Smoke in house	2
Outside	17	Smoke in area	12
Heating	13	Other	14
Appliances	6	False Alarms:	
Cooking	19	Home	53
Vehicle:		School	25
Fire	12	Other	24
Accidents	58	Mutual Aid	7
Medical	40	Medical Aid Calls	209
Chimney	7	Cellar Pumping	2
CO Detector Alarms	31	Miscellaneous	24

Total Medical Patient Care Services: 281

TOTAL RESPONSES **597**

Appointments: In January, Firefighter Rich Hertel was appointed to the position of acting Lieutenant, and promoted to permanent Lieutenant in May.

New firefighters appointed to the department during 1997 include Brian Edmunds, Joe Forgitano, Tom McNulty, Josh Nutter, Seth Stickney, Stephen Stickney, and Jim Thorpe.

East Station Report – Captain Kerry Stickney The crew at the East Station continued work outfitting our new Engine 2. Engine 2 is now completely equipped, in service, and winning awards! Engine 2 took home a first place trophy for "Best Appearance" at the 1997 Topsfield Fair fire apparatus competition! Engine 5, our large-

diameter hose truck, was upgraded with a 1,000 GPM pump. A neighboring town donated the used pump to the Boxford Fire Department. The old 750 GPM pump was damaged while working at a fire scene. With the addition of the new pump, Engine 5 is now able to deliver substantially more water for firefighting purposes.

West Station – Captain Al Beardsley The West Fire Station is always busy with activities and 1997 was no different. In May the West Station again hosted the 5th Annual Open House. Activities included auto extrication, smoke drills, and a big hit – photo buttons! This year our yearly event attracted close to 200 people. Look for this event again in early May 1998. It's a great experience for the family and a great way to meet the firefighters. We thank the many people who helped make this event so noteworthy.

A major addition to the West Station was the introduction of the Hurst Rescue System (Jaws of Life) in August. Previously, if there was a need for extrication tools to gain access to motor vehicle accident victims, we had to wait precious minutes for a tool to arrive from the east end of town. The "Jaws" is carried on Engine 7, which responds to all medical aid calls and motor vehicle accidents.

Training Department training was another busy item on the agenda of activities for 1997. We started off the year taking advantage of the cold and inclement weather on Monday evenings to do more preplanning activities. Preplanning allows the fire department to anticipate emergency problems before they occur, allowing us to plan ahead so we will have maximum resources available. In addition to preplanning, the Boxford Fire Department took advantage of a service provided by the Massachusetts Fire Academy called ***"The Impact Series."*** This is a series of programs available to

Massachusetts fire departments, whereby a state certified instructor comes out to the fire stations and delivers various subjects. This year we had classes delivered on natural gas emergencies, elevator codes and wild fires. The fire department adheres to a strict training policy and classes are delivered every Monday at 7PM on subjects ranging from handling brush fires to fighting structure fires. All subject matter is geared toward Boxford's unique needs and that of our surrounding towns, with emphasis on firefighter safety.

EMS Training The Boxford Fire Department responded to 209 EMS calls in 1997. A number of calls were life threatening and members of the fire and police departments were recognized for their lifesaving efforts. We currently have 21 EMT's on the department, including Wendy Madden, Shawn Stickney, and Scott Foster, who were certified EMT's in 1997. All EMT's must complete 24 hours of training annually, in addition to the Fire Department's training. Several of our EMT's are employed with area ambulance and paramedic units, as well. The Police Department obtained a semi-automatic defibrillator in 1997 and its officers were added to the Fire Department's State License for performing cardiac defibrillation.

Self-Contained Breathing Apparatus (SCBA) The purchase of 21 new SCBA's was voted and approved at the annual Town Meeting in May. SCBA's are worn by firefighters working at motor vehicle fires, structure fires, or any scene where air quality is threatened. The new SCBA units are also equipped with Personal Alert Safety System (PASS) alarms. If a firefighter becomes motionless, unconscious, or, otherwise trapped in a fire, the PASS unit will automatically sound a 100-decibel alarm, indicating the firefighter is in trouble, alerting other firefighters to begin rescue efforts.

Explorer Post 911 The Boxford Fire Department continues to support and sponsor Post 911, Fire/Rescue Explorers, under the direction of Firefighter Michael Powers. The objective is to provide teenagers between the ages of 15 and 18 with an opportunity to learn to work as a team and develop leadership skills. The goal is to prepare participants to become permanent members of the Boxford Fire Department. If you would like more information on this valuable program, please call 887-5725.

Boxford Fire/Rescue Explorers
Post 911

Joy Fleck, Chief
Brooke Bagge, Captain
Andrew Wall, Lieutenant
Cindy Moudy, Secretary
Matt Newman
Sam Canonica
Adam Stickney
Michelle Pulermo
Lisa Cappello
Kristen Cappello
Joe Kehoe
Nick Tulley
Nathan King
Tyler Dechene
Kevin Whitney

FIRE PREVENTION

Smoke Detectors Save Lives Again and again, evidence has shown that the proper placement of smoke detectors is proving their value for quick notification and response in fire and life safety in the community. If your home does not have smoke detectors, or you have any questions regarding their proper placement or operation, you may call Chief Perkins at 887-5725. I would be pleased to answer any questions you might have, including placement of carbon monoxide detectors.

Much time and effort has been put into our Fire Prevention Program for Children this year, and many children's groups visited the fire stations for safety demonstrations and fire prevention tips.

Our program has been geared toward students in kindergarten through 7th grade and we've expended considerable time and effort teaching them about the town's E-911 emergency call system and its proper usage. Many of the firefighters and officers have participated in this endeavor and we hope to be able to continue the program in the years to come.

Fire Prevention Statistics:

1. Number and Type of Inspections Performed:	
Oil Burner/Oil Tanks	142
Propane Tanks	38
Smoke/Heat Detectors	227
Underground Storage Tank Removal	14
Fuel Oil Tank Truck Inspection	2
Underground Water Storage Tank	21
2. Number of Smoke/Heat Detector Permits Issued For New Construction and/or Renovation	119
3. Number and Type of Field Inspections of Public And Commercial Buildings:	
Summer Camps	6
Kennels	2
Commercial	19
Churches	4
Municipal	16
Schools – New Construction/Additions	27
Miscellaneous	11
4. Fire Reports Issued:	
Burned Car/Truck Reports	7
Insurance Company Requests	6
5. Fees Collected:	
Burning Permits (1,047 permits)	$5,395.00
Blasting Permits (24 permits)	$600.00
Smoke Detector Permits: New Homes/Additions and Fire Prevention Inspection Fees	$7580.00
Total Fees Collected	**$13,575.00**

BOXFORD FIRE DEPARTMENT PERSONNEL

Chief
Peter C. Perkins

Deputy Chief
Ted Riter

Captains
Al Beardsley
Kerry Stickney

Lieutenants
Rich Hertel
Ed Laverty
Bill Salie, Jr.
Ed Smith – Resigned
Shawn Stickney

Administration
George Gould

Firefighters

East
Cataldo, Ed
Edmunds, Brian
Fiedler, Peter – Resigned
Foster, Kevin
Foster, Scott
Gould, Warren
Kanter, Don
King, Steven
McNulty, Tom
Nutter, Josh
Perkins, Justin
Skinner, Roy
Smallman, Kyle
Stickney, Scott
Stickney, Seth
Stickney, Steve
Thibodeau, John
Thorpe, Jim
Whitaker, Dana
Zolla, David
Zolla, Kathy

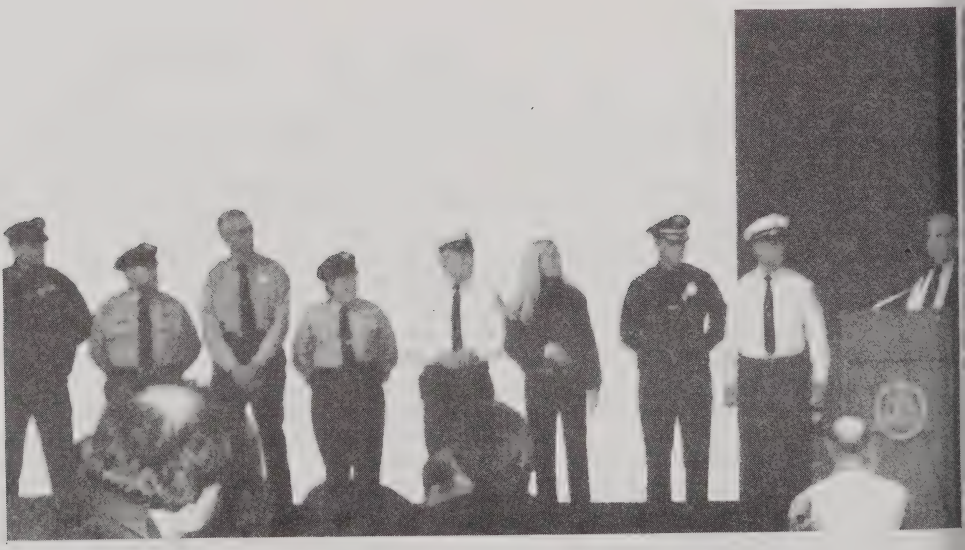
West
Beardsley, Greg
Bissell, Mark
Corning, Amanda – Resigned
Corthell, Bob
Dolloff, Larry – Resigned
Dustin, Matt – Resigned
Forgitano, Joe
Gould, Alan
Klinger, Bruce
Lucey, Al
Madden, Michael
Madden, Wendy
Nason, Jim
Powers, Mike
Prescott-Hopping, Lynne
Salie, Billy
Thomassen, Tom

The Fire Department appreciates the support of all Town Boards, Police Department, and Department of Public Works. I especially want to thank the firefighters and officers for their endless dedication – these are the people who make our department the ***best*** in the area – and their spouses for their tremendous understanding and support.

Respectfully submitted,

Peter C. Perkins

Peter C. Perkins, Chief



ANIMAL CONTROL

Rabies once again tops the areas of concern for reasons of public safety and animal health issues. The "rebound" effect in animal populations, especially raccoons, which was anticipated after the heavy decimation of species over the past two to three years, has become evident and numbers of positive specimens are double to date in comparison with 1996 for the same time period.

Total numbers of animals testing positive for rabies involving the raccoon strain (the most prevalent), for the period September, 1992 through October 31, 1997 in the state of Massachusetts, total 2,145. This breaks down to 1,612 raccoons, 392 skunks, 38 woodchucks, 57 cats, 1 dog, 26 foxes, 9 cattle, 3 coyotes, 1 pig, 3 horses, 1 otter and 1 shrew. Note: As most horse and livestock owners now know, rabies is a factor to be reckoned with in their pastured or turned out animals and rabies preventative shots should now be a routine part of the spring tune-up visit from your veterinary practitioner.

Locally, we experienced a "hot spot" of rabid raccoons in early 1997 in the Oak Ridge Road area in the West end of town. Several were shot and tested for reasons of proximity, dog involvement and one human interaction, all coming back positive indicating a cell of rabid activity in that area. A couple of specimens also tested positive in the East end of town ... this disease, once introduced into an area is considered to be a permanent factor... six miles of difference between ends of the town is no barrier to transmission, especially as our coyote population grows. Although we have not as yet experienced our first rabid coyote, we all know from the many sightings that they are everywhere, and due to their high mobility they could very well become our most likely mode of rabies transmission throughout the area. Statistically, rabid skunks have made multiple appearances in neighboring towns although we have not had experience with them recently in our wildlife population. It should be remembered that bats are also a factor and any incidents involving them should be reported for evaluation as to necessity for testing.

In other matters, a growing concern is the number of misbehaving dogs. A recent "record" of three dogs were placed under restraining orders this year, with several others placed under stringent warnings that action would be forthcoming if better restraint and/or behavior modification practices were not implemented by owners. There seems to be a view, however erroneous, that

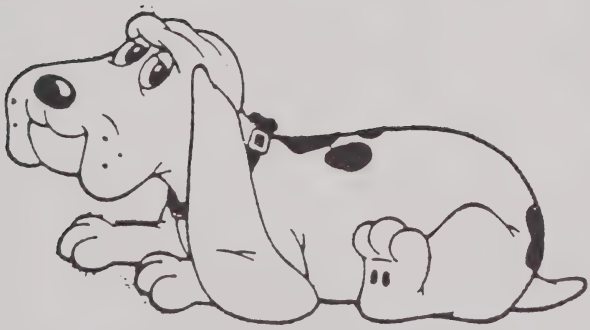
because Boxford does not currently have a leash law that dogs should be allowed to run free day and night. The dead ones killed on the roadways bear sad testimony to the fallacy of this misguided approach to owner management. The number of complaints from joggers, bicyclists and walkers grows each year as dogs race out from driveways and lawns to intimidate and sometimes make contact with passers-by. My personal chagrin stems from the fact that loose dogs also are potentially rabies transmitters.... how does any owner know what activity "Rover" has been involved with all those hours and miles traveled while out of sight? Many dogs bring home "trophies" of their skill or simply pick up and mouth dead carcasses of animals which may have expired from any number of means....they then return home to joyously jump up and lick owners and especially children, possibly covered with deadly virus not to mention fetid material from rotting creatures they may have come across in the woods in their travels. This reason alone would make me want to know where my animals are at all times! Owners walking their dogs in the Bald Hill or Wildcat areas should be aware that out-of-towners are utilizing these areas and two biting incidents have been reported after the fact ... these encounters are especially dangerous because no one has taken down any reliable information from the visiting owners to check for vaccinations, owners' names, etc. so that we may follow up health status of these foreign dogs. Also, these are prime cases where such animals, off-lead, are dashing to and fro on forays throughout the woods and then returning to make contact with their owners and others, bearing who knows what matter of possible contamination!

Owner responsibility also includes licensing. There have been numerous dogs discovered throughout the year not licensed and/or with their rabies shots expired. Local veterinarians do an excellent job of sending out reminders of upcoming rabies expirations. Take a minute and mark your calendars when these arrive and have your pets' immunizations renewed on schedule. You probably would not think of ignoring a child's vaccination regimen; do the same for all your pets, cats, dogs, ferrets, livestock, etc. Additionally, if your dog should be involved in either a biting incident or a rabid encounter, you may have no legal standing if the dog is unlicensed and out of date. Cats and/or ferrets fall under the same rabies regulations even though not licensed. Your insurance carrier may opt not to cover you for any physical and/or liability damages resulting from such situations. This problem is entirely preventable by observing licensing and vaccination regulations. Also important to remember, it is a state law that you attach those license

tags to your dogs .... It is also the fastest and surest way to help us return your misplaced pet to you as we simply look up your Tag Number in our computer print-out and are able to contact you quickly.

Appreciation is extended to the Boxford Police/Communications Departments for their indispensable assistance. Thanks to the DPW crew for their assistance with problematical cases. Special thanks to Weloset Kennels for their ongoing assistance as our shelter/placement provider. Our gratitude for getting out helpful bulletins of public interest to The Village Reporter and the Tri-Town Transcript.

Helen L. Phillips
Animal Control Officer



Harry Lee Cole Elementary School
(K through 2nd Grade)

EDUCATION

Trustees of the Boxford Town Libraries

Elementary School Report

Mrs. Griffin Trust Fund

School Building Committee

North Shore Regional Vocational School Committee

BOXFORD TOWN LIBRARIES

10 Elm Street
Boxford, MA, 01921
978-887-READ

188 Washington Street
West Boxford, MA 01921
978-352-READ

Fax: 978-887-6352

LIBRARY TRUSTEES REPORT

Trustees:		
	Barbara Schaller, Chairperson	Term Expires 1999
	Kathleen Ulman, Vice-Chairperson	Term Expires 1998
	G. Edwin Hadley	Term Expires 1999
	Denise Ferris	Term Expires 2000
	Christin Kaiser	Term Expires 1999
	Susan Knowles	Term Expires 2000
	Helen Millstein	Term Expires 1998
	Linda Sivak	Term Expires 2000
	Dean Spofford	Term Expires 1998

Library Director: Adele McConaghy

The primary function of the Board of Library Trustees is to provide the highest quality library service possible in order to meet the growing needs of the community. This is a constant challenge, but one that has successfully been met in 1997 under the leadership of the Director, Adele McConaghy, and with the cooperation of a dedicated staff. Additional services have produced an increase in circulation and a greater number of patrons who look to the library as a place of education, information, and community fellowship. Because the library is a reflection of the community, this kind of growth is both vital and rewarding.

The following is an overview of the accomplishments and activities at the Libraries during 1997:

Buildings and Grounds

We have a new brick walkway at the Boxford Village Library that extends to the crosswalk on Elm Street. Christin Kaiser, Library Trustee, accomplished this with the help of Police Chief Gordon A. Russell and Safety Officer Thomas Nentwig. This crosswalk is a tremendous improvement. In addition, two No Parking signs were placed at the Elm Street entrance to the parking lot in an effort to eliminate accidents as the traffic flow increases. Both libraries were painted in 1997, and new shutters were installed at the Boxford Village Library under the direction of Bud Littlefield. The grounds at both libraries continue to reflect warmth and charm due to the dedication of the Boxford Garden

Village Club. We appreciate the talent and creativity of the Garden Club whose members bring ever more imaginative arrangements and seasonal trimmings to the libraries. They make the library a very attractive place to visit.

Children's Activities

All of the many activities planned for the children of Boxford during 1997 were enthusiastically received. Josh Kennedy, a professional Children's Librarian with an M.L.S. from Simmons College, joined the staff in August. Mr. Kennedy has continued the expanded weekly Storytime schedule of three times a week, and these popular weekly events for children ages 3 to 5 now include singing and musical performance. In addition, a "Tiny Tots" program for children under 3 is offered twice a month.

Over 1,000 books were read during the annual summer reading program "Celebrations". The Friends of the Library sponsored many special summer activities that included a Storytime train ride to Rockport and a Beanie Baby picnic, as well as performances by entertainers Jeff Danger, David Polansky and storyteller Tony Toledo. Autumn library visitors included children's nonsense poet X.J. Kennedy and holiday storyteller Larky Hodges. Two Boxford students took first and second place at the 7th annual Boxford-Topsfield Spelling Bee. Congratulations to Jacob Caggiano who won the first place prize of $100 savings bond, and Matthew Isison who won the second place prize of a $50 savings bond..

For older children, Mr. Kennedy introduced an afterschool cartooning class in the fall. With young adults in mind, he has began a CD music collection and a cartoon book collection. The Cub Scouts Den Number 1, Pack 57 together with fathers and Cub Scout leaders Susan Brostowin and Kim Pusey, participated in a sleepover at the West Boxford Library on January 31. Kimberlee Baker, former Children's Librarian and Adele McConaghy, Director, led many activities with the scouts including astronomy, on-line searching, computer training, storyhour, and videos. A fun time was had by all. This sleepover received publicity in the state publication which is a professional journal. All of the children's collections at the library have continued to grow to meet the rising needs of an expanding community. From stories and crafts to guest performers and festive holiday events, the activities of the Children's Department are entertaining, educational and help to introduce children to the joys of reading, listening and learning.

Adult Activities

The Boxford Libraries presented many outstanding and successful adult programs in 1997. The Friends of the Libraries and the American Association of University Women sponsored a Book and Author Luncheon held at Four Mile Village. Library Director Adele McConaghy, Kathy Brown and Kimberlee Baker presented book reviews to the Ladies Benevolent Society. Dr. Hart Archenbach, a Boxford resident and retired surgeon, shared his insights into the customs and cultures he has encountered during his many travels throughout the world. The Boxford Garden Village Club hosted a lecture at the West Boxford Library on vernal pools. And the popular bi-monthly art exhibits at the Boxford Village Library have presented to the community excellent artwork by local artists working in many different mediums. A special thanks goes to Kathy Kinney for coordinating these

exhibits along with some wonderful receptions at which the artists have had the opportunity to meet with the public.

Information Technology

Our Technology Plan is in place and functioning smoothly. We offer Internet, CD-ROMS, word processors and many on-line databases to meet the needs of the community. We have received more technical equipment thanks to Boxford resident David Kanto. Also, thank you to David Leslie for all his help and support in putting this network together. Two computers in the Young Adult and Children's section feature popular, educational and entertaining CD-ROM's such as Arthur and Magic School Bus. Many parents use this section frequently

Reference and research services continue to escalate. The libraries have remained current in the ever-expanding field of information technology with up-grades and new purchases.

Grants

Director Adele McConaghy applied for and received grants for new technology, workstations and laser printers. Grant money also paid for children's storyteller Tony Toledo's performance during the celebration of the end of summer program.

Friends

This was an especially active year for the Friends of the Boxford Town Libraries due to the leadership of President Susan Koniares. They are an asset to the libraries and have been generous with their sponsorship of many successful events, including entertainers and speakers, at both adult and children's programs. Highlights included the Easter Egg Hunt, the Fourth of July Float, the Halloween Party, and the annual Holiday Party in December. Their successful fund-raisers are a credit to their hard work and dedication to the libraries. Their annual Bridge Luncheon is a traditional program and enjoyed by many.

The Friends celebrated their 25th Anniversary at an open house on May 18 chaired by Kathleen Ulman, Vice Chairperson and the Board of Trustees in conjunction with the Friends. A video produced by Nancy Kilar chronicled the history of the Friends. This video is available to borrow at the library.

Public Trustees

Public Trustees of the Boxford Public Library and the Perley Scholarship funds, Helen Killam, President, awarded 16 scholarships to Boxford students planning to attend a two or four year college or university, a vocational or technical school, or a trade school. The names of the scholarship award recipients are listed on a plaque located at the Boxford Village Library. Our Thanks go to the Public Trustees who have been most generous in supplying needed reference materials and software. In Memorial to Charles Springer, the Public Trustees have made our young adult area comfortable and attractive for students with the addition of two new desks which give them plenty of room to work.

Benefactors and Volunteers

The Boxford Town Libraries appreciate the support of all the Town Boards, Committees and Agencies . Thank you to the Boxford Trails Association for their donation of books to the library. The books were presented to Director Adele McConaghy by outgoing president Nancy Merrill and new President Judy Gore. Thanks to Marilyn May who continues to arrange glass case exhibits at both libraries. These exhibits are a great attraction. Passes for the Isabella Stewart Gardner Museum were paid for by the Boxford branch of The Family Bank. Many thanks go to our volunteers who help out year after year. These volunteers assist us immensely in providing additional services to the community. Special thanks are extended to: Ruth Ackerman, Phyllis Raimo, Matt Rossman, Warren Sage, Kate Whitney, Jack Tuttle, Phyllis & George Fischer, Jean Larson, John Belyea and Rachel Lynge.

The Libraries are a reflection of Boxford's hopes, growth, and vitality. As the town grows, the Libraries will strive to meet its cultural and informational needs.

Statistics

Twelve months ending December 31, 1997.

Number of New Patrons Registered in 1997: 782

Holdings:

Books	66,910	Total Circulation:	96,332
Videos	1,779	Total Hours Per Week:	87
Audio Tapes	625		
Magazines	221		
Newspapers	18		

East Village Library

SCHOOL COMMITTEE REPORT

School Committee

Robin Phelan, Chairperson	**Term Expires 1999**
Nancy Taylor, Vice Chairperson	**Term Expires, 1999**
Ann Knight	**Term Expires, 1998**
Kurt Erensoy	**Term Expires, 2000**
Kathryn Whitney Mansfield	**Term Expires, 2000**

School Superintendent, Joseph J. Connelly, Ed. D.
Assistant Superintendent, Bernard F. Creeden, Ed.D.
Administrator of Special Education, Cheri Webb, Ph. D.
Director of Facilities and School Operations, Kevin McGann

School Committee Operation

The Boxford School Committee meets once per month with a formal agenda (3rd Thursday) and at least once per month for a working session throughout the year. Typically meetings are held at Cole School. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law. Media One generally tapes or broadcasts the regular monthly meeting.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied but relate primarily to policy determination. Some of the duties of the School Committee include:

*Preparation of an annual budget	*Program evaluations
*Approval of curriculum and materials	*Planning school services
*Collective bargaining	*Public relations

While the School Committee acts directly as the policy making body relative to general educational policy, it does not operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, PTO, parents and the community. This input is generated through written and verbal communication within the school community, biannual Open Forums on pertinent topics (e g. curriculum revision) and working closely with other Town Boards and committees. Individuals and groups wishing to address the School Committee at a meeting may do so on the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

Milestones

In May of 1997, Sharon Benson and Ellen Guerin completed their term of office choosing not to seek re-election. Mrs. Benson served six years on the School Committee including one year as Chairperson. During her years of service she took a leadership role in advancing the implementation of technology into the curriculum. Mrs. Guerin served three years on the School Committee including one year as Chairperson. She continues to serve the town as a member of the School Building Committee. Their contributions were noted with the presentation of several citations and gifts.

Three teachers retired in June. Mrs. Leslie Hamilton retired after twenty-eight years of service to the school district as a third and fourth grade teacher at the Spofford Pond School. Mrs. Jackie Murphy contributed more than fifteen years of service to the school district as a library coordinator, third and fourth grade teacher at the Spofford Pond School. Mrs. Cynthia Hunt had completed sixteen years of service as a primary grade and Kindergarten teacher at the Spofford Pond and Cole Schools.

There were also two significant leadership changes in the Tri-Town School Union Central Office during the year. Director of Facilities Craig Robinson accepted a new position with the Burlington Public Schools in February. Mr. Donald Bremberg of Melrose served as the Interim Director of Facilities from February to May. In July, Mr. Kevin McGann of Topsfield was appointed to the position of Director of Facilities and Operations.

In June of 1997, Ms. Vickie Charlton accepted the position of Director of Special Education in the Westboro Public Schools. Ms. Charlton had served seven years as the Tri-Town Administrator of Special Education. Dr. Cheri Webb of North Andover was appointed to the position of Administrator of Special Education in July after an extensive search process conducted by a committee made up of school committee members, teachers, administrators, parents and the Superintendent of Schools.

Strategic Planning/District Goals

In January of 1994, as part of their strategic planning process, the Boxford School District drafted a Mission Statement and a set of Core Values to serve as the foundation for future goal setting and decision making. These were refined through an open process involving parents, staff, and the entire school community. The adopted statements are as follows:

MISSION STATEMENT

The Mission of the Boxford Elementary Schools is to provide the foundation for academic excellence, and the social and emotional support for children to meet the challenges of citizenship expected of lifelong learners in an increasingly technological and interdependent world.

CORE VALUES

The Core Values of the Boxford School District include the beliefs that:

Respect for oneself, and other children and adults, promotes belonging and is essential to learning.

The strongest possible instructional program for children and adults is based upon quality research, world class standards, and high expectations.

All children can and will learn when provided equal access to educational opportunities appropriate to their needs.

Lifelong learning is achieved in partnership with the home, school, and community.

Our schools are a shared resource for the entire community.

In 1994, the School Committee expressed its support and commitment for a strategic planning process to achieve long term District Goals through the focused allocation of effort and resources. A District Strategic Plan has been developed and implemented for the period 1994 - 1997 which defines targeted activities and measurable outcomes in support of the District Goals.

The District Goals for 1994-1997, developed with school-based and district input, were as follows:

1. Curriculum

To insure consistency and continuity in the delivery of the most current and research-based curriculum by providing:

-adequate, appropriate texts and materials
-effective, high impact professional development
-appropriate student progress and program assessment tools
-accountability through administrative support, monitoring, and evaluation

2. Technology

To plan for the utilization of technology as a communications, learning, and teaching tool which integrates with curriculum in a manner that:

-promotes more effective learning
-reflects how information and resources are accessed, analyzed, and communicated in the real world
-promotes critical thinking skills

3. Learning Needs

To provide an educational environment, instructional strategies, and learning opportunities that address the diverse learning needs of all students within classrooms.

4. Physical Plant

To provide physical plant facilities that maximize the range of learning opportunities through the provision and maintenance of adequate space and equipment.

5. Fiscal Management

To work effectively with the Bookkeeping Department of the Superintendent's Office, the Central Administration, Principals and the Town Accountant to improve the quality of financial information, budget process, and accounts payable function and identify technology needs in these functions.

The major function of the Committee continues to be provision of the highest quality educational program within available funding resources. The grade level organizational structure locates a Pre-School and Kindergarten through Grade Two at the Harry Lee Cole Elementary School and Grade Three through Grade Six at the Spofford Pond Elementary School. Ongoing curriculum renewal is provided through a strategic planning effort which addresses a major curriculum area on a seven year cycle for each subject. The current school year, 1997-1998, is the second year of implementation of a revised language arts curriculum. Materials for this implementation are being acquired over a two year period. It is also the third year of the implementation of a five year Educational Technology Plan. New curriculum revision initiatives underway during this school year include Science, Music, Art and Physical Education.

The Boxford School Committee continues to support effective utilization of the school plants for educational, cultural, and community-based activities. The Horizons Program co-sponsored by the School Committee and the Tri-Town Council on Youth and Family Services continues to offer enrichment courses during fall, winter and spring terms. An extended day care program, for school-aged children, sponsored by the Merrimack Valley YMCA, is available to Boxford families. Utilizing the Cole School facility, more than fifty children are supervised in this important program either before or after school between the hours of 7:00 a.m. and 6:00 p.m. each school day. Boy Scouts, Cub Scouts, Brownies, recreational basketball for children and adults, and indoor soccer are only some of the regular weekly activities in our schools. Many town boards and committees also meet regularly in the school facilities.

School Management

Principals are responsible for the daily operation of each school. This includes curriculum, instruction, personnel matters, student issues and the physical plant.

School Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Council is to advise the principal on areas of school improvement. Meetings are generally held on the second Monday of each month and are open to the public.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Assistant Superintendent, Administrator of Special Education, Assistant Administrator of Special Education (part-time), and Director of Facilities and Operations as well as the secretarial and bookkeeping staff of the Central Office. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

School Enrollment, October 1, 1997

	(PS)	K	1	2	3	4	5	6	
Harry Lee Cole School	(56)*	146	133	154					433
Spofford Pond School					132	139	146	145	562
DISTRICT TOTAL									995

* A Pre-school program was established at Cole School in September, 1997. Fifty-six students are enrolled in this program. These students are not included in the 995 official October 1, 1997 enrollment total.

Enrollment Trends - Past Ten Years

	Total K-6	Increase	% Increase
1988-89	622	+28	4.5%
1989-90	643	+21	3.4%
1990-91	681	+38	5.9%
1991-92	711	+30	4.2%
1992-93	767	+56	7.9%
1993-94	817	+50	6.5%
1994-95	873	+56	6.9%
1995-96	925	+52	5.9%
1996-97	975	+50	5.0%
1997-98	995	+20	2.0%

The above figures indicate an increase in enrollment in the Boxford Elementary Schools of 373 students over a ten year period. This represents a 60% increase in the student population over this time period. A Space Study Committee which was established in 1994 to analyze space needs created by the expanding enrollment identified the need for 18 new classrooms to meet the expected enrollment through the year 2005. The School Building Committee was charged with

the overall design and presentation of the project to the Town. A Special Town Meeting in February, 1996 and subsequent Proposition 2 1/2 override ballot question approved the expenditure of $4,790,406 to expand, furnish and equip nine additional classrooms at each of the two schools. The new space was ready and opened in time for the beginning of the 1997 school year. (See separate School Building Committee Report)

Fiscal

The budget development process is an extensive and involved task during which the Committee must make difficult decisions to bring into balance both the financial concerns of the community and elements of high quality, appropriate educational services. Increasing costs associated with increased enrollment, supplies and materials, school transportation, special education, building maintenance, and modest salary increases, must be addressed with consideration of uncertain fiscal support from the state.

The School Department budget for the year 1997/98 is as shown:

General Administration and Supervision	$ 428,575
Instructional Salaries	$2,273,106
Instructional Materials	$ 225,173
Curriculum Adoption	$ 30,006
Regular Transportation	$ 295,467
Fuel and Power	$ 102,061
Building Operations and Maintenance	$ 264,800
Special Education	$ 932,210
Other School Services	$ 70,981
TOTAL	$4,622,379

Policy Development

The Committee continues to spend considerable time on a systematic review and updating of its existing policy manual. A number of new policies and/or amendments to existing policies have been approved to assist in the operation and management of the school system. New policy areas addressed in 1997 include: Reporting Suspected Abuse and/or Neglect of Children, Procedures for Reconsideration of Curriculum Materials, Instrumental Music, Parental Notification Relative to Sex Education, Principal, and Student Information/Class Lists. The 1000 Series dealing with Community Relations was reviewed and/or amended. Policies in this series include: School-Community Relations Goals, Statement of Intent for School/Parent Relations, Relations With Parents, Community Use of Buildings, Use of School Property, School Committee Responsibility, Administrative Responsibility, Copies of Records, Complaints Concerning School Personnel, and Public Participation at School Committee Meetings

PreK-12 Feasibility Study Committee

In June the School Committee established a volunteer PK-12 Municipal School District Feasibility Study Committee. This committee was charged with determining if a Boxford PK-12 municipal school district was feasible. In short, could Boxford leave the Masconomet Regional School District and build and run its own middle school/ high school? Furthermore, could Boxford leave the Tri-Town School Union and have a unified PK-12 school system? In August, the Feasibility Study Committee reported to the School Committee its' conclusion that a Boxford PK-12 municipal school district was feasible. The School Committee sponsored an article at the October, 1997 Special Town Meeting to seek funding for a professional study of the feasibility of a PK-12 municipal school district. The article was defeated at the Town Meeting.

Grants

In July 1997, a proposal was submitted to the State Department of Education under a special FY98 Foundation Reserve Program to seek funding to offset the impact of high enrollment growth on the Town's operating budget. In its proposal the School Committee took the position the Town had been very supportive of the FY98 school budget to the point that it was difficult for the Town to fund other budget needs. In October, the School Committee received notification from the DOE that the Town would receive a $49,000 grant for general municipal relief under the Foundation Reserve Program. It is worth noting that Boxford is one of a very few communities to receive funding for general municipal relief under this program.

In the area of Special Education, PL94-142 is a continuing federal grant that partially funds a Speech and Language teacher, special needs teacher aides, materials, equipment, and teacher in-service training. An Early Childhood Pre-School Grant is used to offset some of the costs of the integrated pre-school program now housed at Cole School.

An Eisenhower Math and Science Grant helps support staff development programs in elementary mathematics, science and technology. Teachers participated in activities designed to better integrated math and science programs as well as to plan for the introduction of new educational technology.

The school systems of Boxford, Topsfield, and Middleton, including Masconomet were awarded for the fourth year a Comprehensive Health Education and Human Services grant by the Commonwealth of Massachusetts Department of Education. This grant, which is funded by State Tobacco Tax revenue, continues to support health curriculum development and implementation as well as offsetting a portion of a School Counselor's position.

The Massachusetts Department of Education funded a Curriculum Frameworks Grant which was used to investigate the impact of state curriculum frameworks on local curriculum and instruction. The funds were used to support the efforts of the Science Curriculum Committee and the Fine Arts/ Physical Education Curriculum Committee.

The Tri-Town Educational Foundation is a non-profit local citizens' group that raises funds for the sole benefit of the Topsfield, Boxford, Middleton Schools and Masconomet. During the 1996-1997 school year, funding provided by the Tri-Town Educational Foundation supported innovative program initiatives totaling more than $18,000.00 in area schools. Since 1986, the Tri-Town Educational Foundation has raised more than $150,000 from the Tri-Town communities and has funded more than 140 innovative programs.

The Boxford Elementary School Trust was established in 1997 to support additional funding to aid in curriculum enhancement at the Cole and Spofford Pond Schools. In April of 1997 the Boxford Elementary School Trust awarded its first mini-grants to each classroom and library at the Cole and Spofford Pond School. A second round of grants, totaling nearly $13,000, based on proposals from teachers was funded in June, 1997. The funded proposals focused on the areas of academic enrichment, professional development, multicultural initiatives, arts and technology. A memorial endowment generating permanent funds for the schools is planned. This endowment fund will be named in memory of Harriet Ernst, a former Cole School second grade teacher.

Educational Reform

The Massachusetts Board and Department of Education have completed the state curriculum frameworks required by the Education Reform Act of 1993. The Curriculum Frameworks in Science and Technology, Mathematics, Arts, World Languages, and Health were adopted in 1995. The English Language Arts and History and Social Science frameworks were adopted in 1997. The frameworks in Mathematics, Science and Technology, English Language Arts, and History and Social Science will serve as a basis for statewide testing in grades 4, 8, and 10. The approval of these frameworks sets the stage for the next education reform component, the administration of the Massachusetts Comprehensive Assessment System (MCAS) based on the curriculum frameworks. Beginning in the spring of 1998, students in grades 4, 8, and 10 will be tested in English Language Arts, Mathematics and Science and Technology; MCAS will include History and Social Science in the spring of 1999.

A major education reform effort during the past year at the local level was the implementation of new Standards of Teaching and Administrative Effectiveness along with a revised performance evaluation system for professional personnel.

The Professional Development Council completed a district Professional Development Plan as required under educational reform.

Curriculum Development

In accordance with the regular curriculum development cycle, a broad-based Elementary Science Committee consisting of teachers, administrators, and parents from Boxford, Topsfield, and Middleton and Masconomet was initiated in 1996 to begin the review and research phase of the process for renewing this curriculum. An extensive review of research, literature, and successful practices will serve as the foundation for the system wide philosophy and curriculum resource guide for learning standards and content designed to meet the State Curriculum Frameworks. The

1996-97 school year will serve as a field test year with classroom teachers reviewing proposed units and materials under consideration for inclusion in a revised curriculum. The Science Curriculum Committee expects to present a revised curriculum document to the School Committee for approval in May, 1998.

The Disability Awareness Starts Here (D.A.S.H.) Program completed its third year of implementation. This program, initiated by the Proctor School Council, involves teachers and parents and children in a joint effort to help all involved become more aware and understanding of persons with disabilities and to foster sensitivity and willingness to accept differences in each other. The D.A.S.H. Program is coordinated by a Parent Board of Directors and many community volunteers. In 1996-97 the program was implemented in three grades. Grade two students experienced a unit on blindness; grade three students a unit on deafness; and grade four students a unit on hidden disabilities including learning disabilities, asthma, diabetes and epilepsy. In 1997-98 grade five students will become involved in learning about the challenges faced by individuals with physical disabilities.

Assessment Program

During the 1996-97 school year, the State Board of Education instituted a Grade 3 Reading Test which was administered to all third grade students at Proctor School in May. Results indicate that 88% of Spofford Pond School third graders achieved performance at the Proficient or Advanced Reader level while 10% achieved performance at the Basic Reader and 2% were considered to be Pre-Readers. Statewide results indicated that 69% of students scored at the Proficient or Advanced Reader Levels; 21% scored at the Basic Reader Level and 6% at the Pre-Reader level.

Fourth grade students participated in the tryout question phase of the development of the Massachusetts Comprehensive Assessment System (MCAS) which will be implement for the first time in the Spring of 1998. Fourth grade students will be tested in Mathematics, Science and Technology and English Language Arts. Students will respond to both multiple choice and open ended performance questions designed to measure mastery of learning standards in the State Curriculum Frameworks.

In May of each school year, the Boxford Elementary Schools have utilized the Iowa Tests of Basic Skills in reading, language, math, and work-study skills in an effort to obtain detailed information on the ability and growth of individual students in numerous sub-skill areas so that appropriate instructional programs may be prescribed. These tests are administered in grades three and five. The National Achievement Test in reading and language arts is administered annually in May to grade two students. Results are shared with the teaching staff and individual student reports are sent home to parents. As part of the transition to Grade 7, Masconomet Junior High personnel administer a math test and a writing sample to Grade 6 students in May.

Results from all components of the standardized testing program are utilized in conjunction with direct teacher input in an attempt to monitor, evaluate, and continually fine-tune the instructional process. The administration is committed to an ongoing review of the assessment program in an attempt to maximize consistency between curriculum goals and the system for evaluating those

goals. The administration continues to be actively considering research based alternatives to our current program that may better serve the needs of staff and children.

Early Childhood Education

The availability of additional space at Cole School has enabled Boxford to establish its own Pre-School program for three and four year olds which offers a number of educational and financial benefits. The Integrated Pre-School provides an environment in which both special needs and typically developing students share participation in a developmental, cost-effective and purposeful program. This year nine special needs preschoolers are enrolled in the program. In all, fifty-six children are enrolled in one of the two, three or four half-day program offerings.

Educational Technology

During the 1994/95 school year a broad based Technology Planning Committee (TPC) prepared a five year technology plan for implementation in the elementary schools. The TPC includes teachers, staff, parents, members of the community, School Committee members, representatives of Town Boards and other interested parties. The plan was submitted to the Department of Education for approval in April, 1996. The Technology Plan was one of the first ten submitted and approved by the DOE.

The plan presents a comprehensive proposal to provide the tools, curriculum, staffing and professional development necessary to enable Boxford elementary school students to use educational technology effectively.

The plan outlines a course of action that seeks the investment of $500,000 from a variety of public and private sources over a five year period in order to provide improved learning opportunities across the curriculum for all students; high quality professional development for all staff; parent and community education offerings; efficient telecommunications between the schools, Central Office, Masconomet, the public library, other town offices and eventually between home and school. The 1995 Annual Town Meeting approved a Warrant Article in the amount of $102,000 to fund the first year acquisition of computers, printers, software and technology furniture. The 1996 Annual Town Meeting approved a Warrant Article in the amount of $87,090 to support the second year implementation of the Technology Plan. This warrant article was approved as a Proposition 2 1/2 override at the annual election in May. The 1997 Annual Town Meeting approved a Warrant Article in the amount of $127,000 to support the third year implementation of the Technology Plan as well as to take advantage of potential reimbursement from the state as part of the addition and renovation projects ongoing in the two schools. Because of this local investment in technology the schools qualified for a $27,690 Educational Technology Bond Bill Matching Grant which is being used to support the establishment of local area networks in each school. In the regular school operating budget the School Committee has funded a Technology Integration Specialist, Technology Aides, professional development, maintenance and materials to support the successful deployment of

new technology at Cole and Spofford Pond. The Boxford PTO and the Tri-Town Educational Foundation, as well as several private donations continue to support the infusion of technology into the schools. During the 1996-1997 school year a special fund-raiser known as "Brick By Brick" generated more than $22,000 to support the integration of technology. Contributors were recognized by the installation of walkways made out of engraved bricks at each school.

Four underlying goals have been adopted to direct the elementary schools' technology initiatives from 1995-2000:

1. Provide a learning environment which enables students to master the appropriate uses of technology to produce higher achievement, increased creativity, greater application of critical thinking skills and the desire for life-long learning.

2. Provide evidence of the capability of educational technology to improve student learning.

3. Prepare teachers and staff for roles as learning facilitators through continuous professional development opportunities.

4. Recognize and build on the human resources in the Boxford community to: share ideas and resources; generate strong support for educational technology; and develop partnerships which allow for the maximum use of technology to link curriculum and instruction at the elementary level, with Masconomet, with the town and regional library systems and other educational organizations.

The plan continues to be an ambitious one which requires broad support from many constituencies in town for it to be fully realized. The ongoing addition and renovation project at the two schools includes a technology component to provide the infrastructure for networking necessary to take advantage of emerging technologies in the years to come.

Professional Development

The Cole School Council Improvement Plan, the Spofford Pond School Council Improvement Plan and the District Strategic Plan each place a strong emphasis on professional development and training for staff which focus upon identified curriculum and organizational priorities as well as the diverse learning needs of children. The primary areas of focus for 1996/97 have included technology applications and integration, language arts, the diverse learning needs of children, writing across the curriculum, hands-on science and inclusion. Models for conducting professional development have included a combination of full day professional development , after school and weekend workshops, summer institutes, locally sponsored graduate courses, study groups, curriculum committees and a limited number of early release days offerings.

The School Committee continues to provide incentives through tuition reimbursement programs beyond the school day and school district. In addition, the application of available grant funds from the State Department of Education continues to be instrumental in creating opportunities for teachers and other staff to maintain and update their professional skills. The School Committee continues to believe that professional development for staff is an important investment that will result in improved learning opportunities for children.

Special Needs Education

School districts are mandated by state and federal laws to provide special education services to those students with a special need who require support in order to make effective educational progress and to ensure that these services occur in the least restrictive environment.

As of January 1998, there were 139 special needs students in the Boxford Elementary Schools including 39 at Cole, 79 at Spofford Pond, 9 in out of district placements and 13 preschoolers, nine of whom are enrolled in the Boxford Integrated Pre-School Program. The percentage of Boxford students (Kindergarten through 6th grade) receiving special education services is approximately 12.7% which is lower than the state average of 17%.

During the 1997-98 school year, the Special Education staff has consisted of a Special Education Administrator, a part-time assistant to the administrator, a special education secretary, six resource room teachers, one inclusion class teacher, thirteen full or part time aides (including five who work with specific individual students whose physical, behavioral and/or cognitive handicaps require one-on-one assistance), three part-time counselors and two speech and language therapists.

The support offered to students in the Boxford Schools ranges from monitoring of their progress in regular education classes and consulting with their regular education teachers, to direct instruction in all academic areas in the resource rooms. As a school system, Boxford is deeply committed to the philosophy of inclusion and continues to pursue effective ways of integrating all children into regular education programming.

When the need for specialized support services arises, the town contracts with outside vendors. This past year several private agencies and individuals were utilized to provide occupational therapy, physical therapy, low vision services, adaptive physical education and consultation around specific disabilities.

Boxford belongs to the Greater Lawrence Educational Collaborative (GLEC) which is comprised of several Merrimack Valley school districts who come together with shared concerns. It provides programs for low incident special needs students, serves as a resource to address special education issues, and offers many needed support services.

Parent involvement in Special Education is strongly encouraged and always welcomed. Boxford, Topsfield and Middleton parents of special education students have joined together to form a

Parent Advisory Council (PAC). The PAC meets regularly during the school year. It has served as a forum for parents to discuss mutual concerns, arranged for a variety of interesting speakers, created a lending library, purchased enrichment materials, sponsored fundraising and other events, and provided input into the Special Education Department's programs and policies.

Health Services

The Health Service in the Boxford Schools is performed by Dr. James Brackbill, School Physician, Lynne Nechtem, School Nurse at Cole School, and Rosemary Smaha, School Nurse at Spofford Pond School. The responsibilities of the health personnel include:

Physical Exams	27 in both schools	
Mass. Vision Tests	All students	32 referrals
Mass. Hearing Tests	All students	24 referrals
Kindergarten Screening	Kindergarten	10 referrals
Tuberculosis Testing	All new staff, volunteers	
Postural Screening	Grade 5 & 6	10 referrals
Home Visits	Spofford, Cole 27 families	

In addition, 16,236 ill and/or injured children were seen and treated in the health suites. There were 38 reportable accidents. Medications were administered as prescribed by physicians. Emergency medications are kept in both health suites and dispensed as needed. Mrs. Smaha and Mrs. Nechtem maintain current CPR certificates, serve on Child Study Teams, attend conferences and read publications to keep abreast of both local, state and national health concerns and issues. Mrs. Nechtem is a CPR instructor and provides training to certify staff in the Tri-Town area.

All students are weighed and measured each year. Each year health records are reviewed and updated. As of November 1, 1997 all students were compliant with the state immunization requirements. As state law requires, exemptions from immunizations are accepted for religious purposes only.

In addition, Mrs. Smaha taught with the fifth grade teachers and Mr. Sparkes the Personal Growth and Development Unit of the Health Curriculum to all fifth graders. At Cole School, Mrs. Nechtem was part of the Pre-School Screening team and tested three and four year olds for vision and hearing. Kindergarten registration was held at Cole School in February. A team of two review immunizations, check birth certificates and discuss health issues. In addition, both nurses provided HIV/AIDS and rabies education for all staff and rabies information for students at both schools.

School Lunch Program

During the 1996-1997 school year, the Spofford Pond and Harry Lee Cole Schools served 59,820 reimbursable meals to Boxford students. The price charged for a lunch was increased from $1.25 to $1.50 by the School Committee prior to the start of the school year. The need for additional

revenue resulted from increased costs for food, materials and labor. This was the first price increase in five years.

The school lunch program continues to purchase with the Metro-North Collaborative. The volume bid by this group secures pricing that small systems can not achieve alone. Available United States Department of Agriculture food commodities continue to be used to the fullest extent possible.

Free and reduced lunches are available to students whose families meet federally established income levels. Parents are urged to contact their building principal at any time during the school year regarding potential eligibility. All inquiries are treated as confidential.

Senior Citizen meals are prepared at Cole School and transported to the Boxford Senior Center where they are enjoyed by local residents. Meals are served on Tuesdays and Thursdays. All seniors are encouraged to participate.

A brief statement of the finances of the 1996-1997 school year follows:

Beginning Balance:	Expenditures	
$(-$1,636)	Food-	$ 58,153.27
	Labor-	$ 57,184.54
	Other-	$ 5,056.81
Receipts: $134,024	Total-	$120,394.62
Cash Available: $11,992.67		

Professional Staff Directory 1997-1998

Harry Lee Cole School	Grade	Appt.	Degree	College or University
Maureen Berman	Principal	1994	BS	Bridgewater State College
			M.Ed.	Bridgewater State College
Sarah Damelin	K Activity	1997	BA	Stonehill College
			M.Ed.	Lesley College
Darlene Aneda	K Activity	1997	BS	Wheelock College
			MS	Wheelock College
Brooke Guibault	K Activity	1997	BS	University of Massachusetts
Michael Maguire	K Activity	1997	BS	Fitchburg State College
Karen Holly-Hebb	(.3)PreSchool Coord.	1997	BA	Eastern College
			M.Ed.	Wheelock College
Lisa Lessard	PreSchool	1997	BS	Salem State College
Elizabeth Kelly	PreSchool	1997	BA	University of Massachusetts
			M.Ed.	Wheelock College
Carole Rivinius	Kindergarten	1995	BA	Connecticut College
Kimberly Suther	(.5)Kindergarten	1995	BS	Salem State College
Susan Giovannacci	(.5)Kindergarten	1985	BS	Salem State College
			M.Ed.	Salem State College
Debra Holt	Kindergarten	1994	BS	University of Maine
Mary Anne York	Kindergarten	1991	BS	Salem State College
Debora Cahill	1(.5)	1992	BS	Salem State College
Mary Lee Kennefick	1 (.5)	1989	BA	Westfield State College
Deborah Mahoney	1/2		BS	Salem State College
			M.Ed.	Lesley College
Thaya Puglisi	1	1992	BS	Salve Regina University
			M.Ed.	Salem State College
Linda Piecewicz	1	1980	BS	Salem State College
			M.Ed.	Butler University
Peg Russell	1	1992	BS	Wheelock College
			M.Ed.	Lesley College
Carol Weitzman	1	1991	BA	SUNY Cortland
			M.Ed.	Boston University
Lisa McKenna	1	1997	BS	Texas Christian University
Ellen Casey (on leave)	2	1986	BS	Northeastern University
Margaret Cook	1/2	1977	BA	Principia College
			M.Ed.	Antioch College
Maureen Cronin	2	1995	BS	Salem State College
Virginia Douglass	2	1964	BS	Salem State College
Sherry Moore	2	1973	BS	New York University
			MS	Wheelock College

Harry Lee Cole School (cont.)	Grade	Appt.	Degree	College or University
Terry Marcille	2	1980	BS	University of Massachusetts
			M.Ed.	Lesley College
Cynthia Olansky	2	1991	BS	Bridgewater State College
Heather Walker	2	1987	BS	Gordon College
			M.Ed.	Lesley College
Alison Barton	2	1997	BS	Union College
			M.Ed.	Cen.Conn. State College

Spofford Pond School	Grade	Appt.	Degree	College or University
Brent Rogers	Principal	1995	BS	Gordon College
			M.Ed.	Lesley College
Joni Jay	Asst.Prin.	1996	BA	Webster College
			M.Ed.	Harvard University
Pamela Bateman	3	1975	BS	Framingham State College
Antoinette Czekanski	3	1995	BA	Framingham State College
			M.Ed.	University of Lowell
Lori Gilks	3	1997	BS	Bridgewater State College
Dorothy Regan	3	1996	BS	Plymouth State College
			M.Ed.	Lesley College
Christina Lanning (on leave)	3	1993	BS	University of Miami (Ohio)
Mary Mann	3	1987	BS	Framingham State College
Carla Wiles	3	1997	BA	University of New Hampshire
			M.Ed.	University of New Hampshire
Christine Cotti	3	1987	BA	Lowell State College
Renee Murphy	4	1996	BA	Bradford College
Jamie Becotte	4	1993	BA	University of Lowell
			M.Ed.	University of Lowell
Mary Gigandet	4	1993	BS	College of St. Rose
			MS	SUNY Albany
Joanne Green	4	1992	BS	Merrimack College
Shireen Rhoades	4	1995	BS	Boston College
Dorothy Pirrello	4	1990	BS	Salem State College
Arlene Price	4	1995	BS	Russell Sage College
Debra Auday	5	1987	BS	BIOLA University
			M.Ed.	Lesley College
Richard Bateman	5	1970	BS	Salem State College
			M.Ed.	Cambridge College
Diane Hurley	5	1997	BA	University of Massachusetts
			MS	Simmons College
Janice Maguire	5	1995	BS	University of Massachusetts
Donna Rogers	5	1997	BS	Boston State College

Spofford Pond School (cont.)	Grade	Appt.	Degree	College or University
Edward Guzzaloca	5	1986	BS	Salem State College
Diane Harutunian	5	1995	BS	Cen. Conn. State College
			MS	Cen. Conn. State College
Jean Carosi	6	1993	BA	Newton College of the Sacred Heart
			M.Ed.	Salem State College
Kimberly Economos	6	1993	BA	University of New Hampshire
			M.Ed.	University of New Hampshire
James Platt	6	1969	BS	Boston State College
			M.Ed.	Salem State College
Susan Robinson	6	1978	BS	University of Vermont
Mary Ellen Sorensen	6	1987	BS	University of Massachusetts
Karin Bates	6	1996	BA	Haverford College
			M.Ed.	Lesley College
Nancy Ames	6	1987	BS	University of Colorado
			M.Ed.	Lesley College
Specialists	**Subject**	**Appt.**	**Degree**	**College or University**
Pauline Boudreau	Art	1991	BA	Mass. College of Art
			M.Ed.	Lesley College
Tara Sullivan	(.8)Art	1997	BA	Westfield State College
Joanna Spinosa	Music	1993	BM	University of Hartford
Elizabeth Shepard	Instr. Music	1989	BS	Lowell State College
James Turner	(.8)Music	1995	BM	Berklee College of Music
Robert Sparkes	P.E.	1977	BS	Boston State College
Margaret Costello	P.E.	1992	BS	Boston State College
Serena Caperonis	Reading	1993	BA	Goucher College
			M.Ed.	Lesley College
Donna Morton	Reading	1989	BS	Wheelock College
			M.Ed.	Lesley College
Penny Rogers	(.5)Reading	1995	BS	Syracuse University
			M.Ed.	University of New Hampshire
Amy Bettencourt	SPED	1994	BA	Trinity College
Heidi Canner	SPED	1988	BS	University of Massachusetts
			M.Ed.	Lesley College
Elizabeth Lynaugh	SPED	1990	BS	Emerson College
			M.Ed.	Lesley College
Elizabeth Scheld	SPED	1994	BA	University of Miami
			M.Ed.	Lesley College
Deborah Stone	SPED	1995	BS	St. Francis College
			MA	Salve Regina College
Laura Brown	SPED	1997	BS	Westfield State College
			M.Ed.	American Int. College

Specialists (cont.)	Subject	Appt.	Degree	College or University
Susan Koniares	(.5)SPED	1997	BS	University of Vermont
			M.Ed.	Boston College
M. Jane Bonaventura	Speech/Lang	1989	BS	Emerson College
			MS	Emerson College
Ellen Best	Speech/Lang	1993	BA	Boston College
			M.Ed.	Tufts University
Joan Corradino	(.8)Guidance	1987	BS	Wagner College
			M.Ed.	Tufts University
Virginia Simon	(.6)Guidance	1986	BA	Case Western Reserve
			M.Ed.	Tufts University
Kristin Hudson	(.4)Guidance	1997	BA	University of New Hampshire
			M.Ed.	Salem State College
Anne O'Brien	Library Media Spec.	1994	BS	Lowell State College
Candyce Wainwright	Technology Spec.	1997	BM	University of Kentucky
			M.Ed.	Lesley College

Central Office	Assignment	Appt.	Degree	College or University
Joseph Connelly	Superintendent	1986	BS	Fitchburg State College
			M.Ed.	Salem State College
			Ed.D.	Nova University
Bernard Creeden	Asst. Superintendent	1980	BA	College of the Holy Cross
			M.Ed.	Salem State College
			Ed.D.	Boston College
Craig Robinson (resigned 2/97)	Dir. of Facilities	1994	BA	University of Vermont
Kevin McGann	Dir. of Facilities	1997	BS	St. Michael's College
Vickie Charlton (resigned 6/97)	Admin.Spec. Ed.	1990	BA	Radcliffe College
			M.Ed.	Lesley College
Cheri Webb	Admin. Spec.Ed.	1997	BS	Drake University
			MS	Winona State University
			Ph.D.	University of Minnesota
Deanne Shininger	(.4)Asst. Admin Spec.Ed.	1994	BS	University of Oregon
			M.Ed.	University of Utah

MRS. GRIFFIN TRUST FUND

The Mrs. Griffin Trust Fund provides for awards, known as Mrs. Griffin Prizes, in the form of $200.00 each; cash prizes given each year to the outstanding students in the graduating class of the Boxford Public Schools. The prizes, provided from the Fund established by her family, are in the memory of Isabelle Anne McManus Griffin, Teacher, Principal, Head Teacher and former resident of the Town of Boxford.

The fund was established in 1990 and the recipients to date are as follows:

1990	Julie Roden Dana Steer
1991	Kim Barrell Khatija Ladhani Stephen Palenscar
1992	Ashley Langer Timothy Roden
1993	Brooke Bagge Patricia McGinley
1994	Rebecca A. Guerin Paige A. McGarry
1995	Kimberly Phelan Jonathan Sandler
1996	Jacqueline L. O'Brien William LeClerk
1997	**Julijs Liepims** **Allison Hartrich**

BOXFORD SCHOOL BUILDING COMMITTEE

The Boxford School Building Committee meets regularly once a month usually the first Wednesday of that month. The primary duties are, but not necessarily limited to the review and monitoring of the contractual relationship between the Town of Boxford, HKT Architects Inc. and Shah Construction. The Committee also continues to work with the Boxford School Committee as well as other town agencies and boards as they interface with the project.

Since the report of 1996, The Committee has continued to monitor the construction of the project and has supervised this project to its present status which is near completion. The Committees' main areas of concern during construction were contract compliance in meeting the requirements of the specifications, proper construction procedures and compliance with regard to materials, workmanship and air quality, minimizing interference with school and community activities, cost monitoring with respect to any contract changes, and a strong emphasis of timely construction activity to meet contract deadlines. The Committee has monitored this project through construction and is pleased to report that we were successful in meeting our goals and are further pleased to report that both schools were substantially completed in time for school opening on September 2, 1997.

The base contract between the town of Boxford and HKT Architects Inc. is complete with HKT Architects Inc. satisfactorily fulfilling their obligations under that agreement. The Committee is currently requiring and receiving from HKT Architects Inc. additional services on this project in an effort to assist in the proper project closeout. These additional services are made necessary since the Committee has seen proper to consult HKT Architects with regard to some difficulty with Shah Construction. Those difficulties are largely in the areas of subcontractor payments, contract closeout with regard to Warranties, "As Built" Drawings, Punch List Items, and final negotiations on Change Order work.

As of December 31st, the contract with Shah Construction remains open with a balance remaining of less than 1%. The open areas consist largely of punch list items, the submission of the proper closeout documentation as required under the contract documents, and proper and complete distribution of funds paid to Shah Construction and to their subcontractors. These items have existed for some time and in an effort to resolve this problem and bring this project to a close, the Committee has seen fit to extend our agreement with HKT to assist in this final phase. The Committee is exercising all available avenues to ring this project to completion. Although Shah Construction has successfully completed the construction and in a timely manner, there is some difficulty in Shah's performance in this stage of the project. It is unlikely that the final effort to close this project out will have any added cost impact to the Town of Boxford.

The overall project appears to have met the requirements of the specifications and the needs of the community, teachers, and other staff. The quality of the work is satisfactory and the Committee is further satisfied the work has been completed within budget. There currently exist requests for additional enhancements of classroom and work space areas presented to the

committee by the principals of each school. This list has been reviewed and will be acted upon as the contingency budget allows. There will be no added cost impact to the town in the acceptance and performance of the items contained within the additional work scope currently being considered.

Robert William Russo, Chairman
Kendall Bagge
Kevin Connors
Andrew Fraser
Ellen Guerin
Ann Knight
Charles McCarthy
Richard O'Brien

Spofford Pond Elementary School

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT

Edmund W. Barry, Jr., Superintendent-Director, North Shore Regional Vocational School District

North Shore Technical High School, operated by the North Shore Regional Vocational School District, is in its sixth year of operation in its Middleton facility. The District administrative offices are located adjacent to the high school. The gymnasium is also a separate building located behind the school. The facility also includes a transportation building.

Student enrollment as of October 1, 1997 was 457. There continues to be a strong interest in vocational education and in the small,. homelike atmosphere offered by North Shore. The school, however, continues to experience space shortages in classrooms, shop areas, the library, the cafeteria, and an auditorium is needed.

The Transportation Department provided transportation for 354 students on a daily basis to and from school. Also provided were three late buses, three days a week, to transport students home that stayed after school for various reasons. Sports buses were provided to bring the students to and from practice fields as well as to all of the games. Late buses were provided on a daily basis to bring sports players home after games or practice.

The Ninth Grade Exploratory Program has students explore each vocational/technical area on a rotating basis and their performance is evaluated by the shop teachers to assist in proper student course selection for grade 10.

North Shore Technical High School also serves a large percentage of special needs students in an Inclusion Model in many classes. Interscholastic sports and intramural programs are conducted. The school also participates in the School-to-Work and Tech Prep Programs. The Cooperative Education Work Program allows qualified students to work at their trade prior to graduation.

Students from sixteen member communities, as well as several other North Shore communities, receive both academic instruction leading to a high school diploma and vocational-technical education in a wide variety of program areas leading to a vocational certificate. Student placement in trade-related employment, the military, and further education averages 98% per year.

The development of the physical education and athletic fields has taken a step forward. One area has been completed for use this Spring. This area will accommodate physical education classes and softball practice and games. The second area had all the site work finished, mainly through the effort of the Army National Guard. It is hoped that this Spring the baseball infield, irrigation system, backstop, and fencing can be completed. One HVAC unit has been replaced. The masonry addition is schedule for completion this month. With the assistance of the students in the various vocational programs, improvements have been made on the grounds.

Adult Evening Education at North Shore is a self-supporting program that offers more than 45 vocational-technical classes that enhance the professional and personal lives of the adult members of our community. The Program serves nearly nine hundred adult students participating in a wide variety of courses. Popular fields of study include, computers, health, construction, welding, culinary, automotive and business skills. A number of courses have state approval for professional and trade license preparation.

North Shore Regional Vocational School District Committee

Gloucester	Robert F. Parsons, Sr., Chairman
Lynnfield	Paul Anderson, Vice Chairman
Essex	George R. Harvey, Secretary
Beverly	Paul F. McDonald
Boxford	Philip J. Holden
Danvers	T. Frank Tyrrell, Jr.
Hamilton	No representative currently
Manchester-by-the-Sea	Dorothy Anderson
Marblehead	R. Edward Clisby
Middleton	James M. Reynolds
Nahant	Thomas Johnson
Rockport	No representative currently
Salem	William Wilkins
Swampscott	No representative currently
Topsfield	Robert C. Nordstrom
Wenham	William Nichols

DEPARTMENT OF PUBLIC WORKS

Compliments of Historic Document Center - Elm Street looking North

DEPARTMENT OF PUBLIC WORKS

In 1997 the Department has gone through many changes. A new superintendent and promotions within the department to fill the voids and the transitions have gone without a hitch. Two employees have been added to the department; one full time and one part time. As the growth of the Town increases so does our work load. The following is a summary of this year's accomplishments:

The following roads were crushed and graded, with a base coat of 2 1/2" of dense binder: Andersen Drive, Cole Drive and Silvermine Road for a total of 1.32 miles.

Paving:
1 1/2" of top coat was applied to the following roads:

Georgetown Road	13,575' x 25 (From Depot Road to Georgetown Town Line)
Glendale Road	3,700' x 21'
Oak Ridge Road	3,980' X 18'
Tanglewood Road	910' X 22'
Stonecleave Road	3,590' X 21'
Highland Road	4,130' X 18'

For a total of 5.66 miles of road

Shoulder Work:
We continued shoulder work on the paved roads and on other locations in town.

Drainage:
The following streets had drainage installed:

near #77 Main Street	50' 36" aluminum
Silvermine Road	320' 10" perforated pipe and tow basins
Curtis Road	220' 10" perforated pipe and one basin

Catch Basins:
There were 660 basins cleaned.

Street Signs:
We replaced 20 road side signs, five stop signs and 32 street name signs.

Tree Work:
With the help from outside contractors, we removed nine maple trees, six oak trees, 12 pine trees. We are also continuing our road side brush cutting.

Road Line Painting:
165,227.00 LF of yellow 4" center lines were painted.

Waste Oil Recycled:
We collected 979 gallons of waste oil at the DPW garage recycling center.

Buildings and Grounds:
With the addition of the fourth part time employee, it allowed us to put more time into the beautification of Town commons and buildings. With irrigation systems on three playing fields, the grass mowing does not slow down, but keeps us busy all summer.

Landfill:
With the promotion of a new Landfill Operator and the extension of landfill closure to December of 1998, there is still lots to do. We are still receiving clay for final capping. Johnson Field is taking longer than projected and completion will likely take place during the summer of 1998.

Sweeping:
All roads were swept in the spring.

Snow and Ice:
Even though the winter did not bring a large amount of snow storms, the ice storm in December took down many trees so we spent most of the winter chipping brush. "The April Fools Storm", as it was called, was compared to the Blizzard of '78, and I would like to commend our crew for the great job they all did. Our roads were some of the best cleared roads in the area.

David E. Durkee, Superintendent
Department of Public Works

Members of the Department of Public Works:
Jay Larson (Foreman)
Patrick Thompson (Equipment Operator)
Phil Richardson (Equipment Operator)
Peter Durkee (Landfill Tech)
Paul Hockmouth (Equipment Operator)
Bill Marston (Equipment Operator)
Chuck Ross (Truck Driver)

Compliments of Boxford Historic Document Center
Elm Street - Jack's Store

HEALTH AND INSPECTIONS

Board of Health

Health Agent Report

Animal Inspector

Building Inspector

Plumbing and Gas Inspectors

Wire Inspector

Sealer of Weights and Measures

Visiting Nurses Association

BOARD OF HEALTH

The Board of Health regulates septic systems, private and public water supplies, the landfill, trash collection, hazardous wastes, day camps, food service establishments; funds elderly and immunization clinics; and handles issues of contagious and reportable disease. The Board held 24 meetings in 1997 to deal with these issues.

SEPTIC SYSTEMS

The Board of Health held 15 variance hearings for upgrades for failed systems serving existing homes and one for a proposed new home. This is down from the 23 hearings held in 1996. There were two open meetings to hear complaints on septic system rules. We also held a hearing amongst the parties in a debate over the adequacy of a septic repair. A cooperative resolution was found without suit being brought.

REGULATIONS

Following advertised public hearings, two septic system regulations were passed in 1997. The first regulation was passed due to the lack of direction for evaluating cesspools in the 1995 state Title V code. The new Boxford Regulation 1-97 requires that any expansion of a building served by a cesspool would trigger the need for upgrade to a full septic system.

The second regulation (2-97) was a revision of existing regulations that govern the time of year when groundwater elevation and percolation testing may be done. The issue was debated again as to whether the Board should eliminate the March, April, May groundwater testing season and allow groundwater testing year round. The Board voted to keep the testing season, but to allow two relaxations. First, the groundwater testing season regulation was altered so as to allow the possibility of lengthening the season in the event of unseasonably wet conditions. Secondly, the Board also relaxed the regulation to allow percolation testing within the groundwater testing season, if the Health Agent expected the percolation rate to be less than 5 minutes per inch. This can save the expense of a second round of testing for a new piece of land. The Board already allows one period of testing for repairs to existing systems.

BETTERMENTS

The May Town Meeting agreed with the Board of Health plan to join in the state program whereby homeowners can get a low interest loan from the town to repair their septic system. The plan allows the town to borrow the money from the state at zero interest. The Board of Health initiated the program, applied for approval of a Boxford plan from the State; hired a consultant, Northbridge, to administer the program and enlisted the assistance of the Treasurer/Tax Collector, and Assessors. Once the program was running, the Board passed the administration on to the profession town staff including the Health agent. Currently seven homeowners have applied for the loans and will be receiving the funds for their repairs. The Board is pleased to be able to help homeowners financially with their septic repairs.

WASTE

In 1997 the Board of Health applied for and received a six-month extension from the DEP in the time we will be allowed to use the Boxford landfill. We continue to perform gas monitoring and groundwater monitoring around the landfill. We signed a contract with our landfill engineering consultants, Weston and Sampson to prepare the landfill closure plan to be submitted to DEP for approval. Trash will stop being received at the Boxford landfill on December 31, 1998 and the landfill will be capped by October 1999.

In order to prepare for taking Boxford's trash out of town for disposal, the Board set up an Ad Hoc Committee to Address Solid Waste and Recycling Alternatives After Closure of the Boxford Landfill. The committee of 7 was drawn from the Recycling Committee, Board of Health, Finance Committee and representatives for the Selectmen.

The Ad Hoc Committee was given the charge to (1) Explore alternative disposal sites for Boxford's trash disposal; (2) Identify Boxford's options for Disposal Contract Structure such as: contracting with disposal site, contracting with hauler, no town-wide contract at all, or create a waste collection department in town government; (3) To evaluate the options identified based on finances and recycling results; (4) Evaluate means of funding waste collection and disposal through fee, taxes, or private contracts and (6) Prepare Written Report to Boards of Health and Selectmen.

Our trash collection contract with BFI ended in June of 1997 and the contract was rebid in the spring because renewal of the BFI contract would have involved more than doubling the costs. Only one bidder, Advanced Disposal, offered to enter into contract to collect the trash and recyclables for Boxford at a price within the budget set at town meeting. For the October 1997 town meeting, the Board of Health offered a warrant article that would have increased the budget by $80,000, but without Selectmen or Finance Committee support, the Board passed over the article at Town Meeting. There was no protest from the audience calling for more funds to be appropriated in the event a new contractor would be needed.

We offered a spring and fall large-item drop off day at the landfill and we sponsored the 10th annual Household Hazardous Waste Collection day at Masconomet in October in conjunction with Middleton and Topsfield.

JOHNSON FIELD

The old landfill cap under Johnson Field was repaired and drainage installed despite an hiatus during an investigation of compliance with state bidding procedures law by the Inspector General. The repaired field should be seeded in spring 1998 for play to start spring 1999.

The Board now agrees the capping of the main landfill will be performed by outside professional contractors rather than Boxford staff.

C&D PROPOSAL AT TOWN MEETING

A divided board presented a proposal to town meeting to allow the disposal of construction and demolition material in the Boxford landfill for a period of a year prior to closure. The Town Meeting defeated the proposal.

SUBDIVISIONS REVIEWED

Two subdivisions were reviewed, including one that filed a soils removal permit with the Board of Health and one that involved a joint meeting with the Planning Board to address compliance with septic regulations and drainage issues surrounding a pond.

COMMERCIAL DEVELOPMENT

The Commercial development at 256 Georgetown Road continued to be before the Board of Health and took time at 8 of our meetings. There is currently a lawsuit pending by the developer regarding a Board of Health decision to follow the Town Meeting vote by conditioning the Board of Health sign-off on occupancy permits on removal or disabling of waterpipes from Georgetown water supply.

BOARD OF HEALTH MEMBERS AND STAFF

After 15 years of service, Nancy Pearl decided to retire from the Board of Health. As a Registered Nurse on the Board for that time she brought a valuable perspective and support for the Board work with the Visiting Nurse's Association. Jim Dougherty left Board in May. Tom Dusel and Walt McPartlin joined the board following the elections in May.

The Board of Health employs Allison Conboy as our full time Health Agent and Kendell Longo as part-time office secretary. MaryAnn Waz is our minutes secretary.

Our meeting place at 200 Washington Street has given way to office space for day-time staff. The Board of Health is now meeting on the second and fourth Tuesday at 7:30 PM at the Boxford Community Center on Elm street. We invite you to attend and contribute to our meetings.

Louise B. Kress, Chair
Walt McPartlin, Vice Chair and Clerk
Tom Dusel, Treasurer
Mark Mitsch
Richard Taylor

Town of Boxford

28 Middleton Rd
Boxford, Massachusetts

Board of Health
Allison Conboy, R.S., C.H.O.
Health Agent

[508] 352-2413

REPORT OF THE HEALTH AGENT

The Chairperson of the Board of Health is Louise Kress. The members of the Board of Health are: Richard Taylor, Mark Mitsch, Walter McPartlin and Tom Dusel.

The State Advisory Committee on Immunization practices is now recommending a phase-in "catch up" immunization for Hepatitis B. Most hepatitis B infections occur among adolescents and young adults. Millions of adolescents not vaccinated in infancy are now at risk. Since 1995, the Massachusetts immunization program has provided Hepatitis B vaccine for sixth graders. The complete hepatitis B vaccination series consists of three doses over a four to six month period. Masconomet Regional School District received the vaccine from the State and offered it to seniors at a cost of ten dollars. Forty students participate in the program.

The following is a summary of work performed by the Health agent for the 1997 year:

Septic system plan reviews	212
Food service Inspections	13
Summer camp Inspections	10
Septic systems Repaired	52
Septic system installation inspections	265
Percolation tests	274
Soil observation holes	422
Well permits issued	68
Complaints investigated	12
Disposal system installers licensed	34

Allison C. Conboy, R.S., C.H.O.
Health Agent

INSPECTOR OF ANIMALS

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals. Such inspections are necessary to insure humane and proper care of all livestock, and to guard against outbreaks of contagious disease. The 1997 inspections found 174 horses, 27 ponies, 3 miniature horses, 3 donkeys, 22 goats, 40 sheep, 5 pigs (pet potbelly), 27 head of cattle, 1 fox (domestic), and 4 llamas. Inspection and census of "small livestock" is now also required. This year 281 chickens, 2 turkeys, 42 waterfowl, and 17 rabbits were inspected. If your small livestock were not counted please call me so that they may be included in next year's census. A total of 80 barns house livestock or poultry; of these 63 house horses. Stable licenses are required of all residents who keep horses on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts State Law, all bites, whether caused by wild or domestic animals, must be reported to the Inspector of Animals. In 1997, 19 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in all cases. Animal Inspectors are also required to investigate and issue quarantines in cases concerning possible rabies exposures to domestic animals. Forty two (42) such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. All Quarantines were completed without incident. Owners keep all pets current on rabies vaccinations. It is very important for the safety of your pet and your family!

Anyone with concerns about livestock health or welfare, or questions concerning rabies and quarantines, please contact me.

Allison Hayes
Inspector of Animals

THE COMMONWEALTH OF MASSACHUSETTS

Department of Food and Agriculture
Bureau of Animal Health
100 Cambridge Street, 21st Floor
Boston, MA 02202

SUMMARY SHEET

		Adult	Young
1.	**Cattle**: (Adult=2 years & over)		
	Number of **Rodeo Roping Stock**	6	19
	Number os **Steers**/Scottish	2	
2.	Number of **Goats** (Adult=1yr&up)	22	
3.	Number of **Sheep** (Adult=1yr&up)	38	2
4.	**Swine**		
	Number of Potbelly pets	5	
5.	**Equines**:		
	Number of Horses	172	2
	Number of Ponies	27	
	Number of Mini Horses	3	
	Number of **Stables** accessible to the public	2	
6.	Number of **Llamas**	4	
7.	**Poultry**: Chickens 279; Turkeys 2; Waterfowl 42		
8.	Number of **Rabbits**	17	
9.	**Fox**	1	

Allison Hayes, Inspector of Animals
Town of Boxford

BUILDING DEPARTMENT

There were 283 building permits issued for the year 1997. The following is a breakdown of type-cost of construction and fees collected. Average cost of construction for new homes was $241.839.25.

TYPE OF PERMIT	QTY ISSUED	COST OF CONSTR	FEE COLLECTED
Addition	43	$ 1,466,289.00	$ 9,202.60
Alteration	9	201,400.00	1,382.90
Att'd Garage	1	17,000.00	119.00
Barn	6	154,688.54	1,060.00
Commercial	1	17,500.00	0.00
Deck	2	17,000.00	119.00
Garage	3	43,300.00	273.10
Home	61	14,752,194.00	108,613.85
Other	9	113,900.00	855.00
Pool	16	226,030.00	900.00
Renovation	98	1,204,465.00	8,655.52
Roofing	11	92,050.00	675.00
Shed	14	66,120.20	609.00
Siding	1	9,880.00	75.00
Wood Stove	8	0.00	220.00
TOTALS	283	$18,381,816.74	$132,759.97

Kenneth A. Ward,
Inspector of Buildings

BUILDING DEPARTMENT

Electrical Inspector

There were 383 electrical permits issued for 1997. Fees collected totalled $20,489.50.

Respectfully submitted,

David L. Levesque,
Electrical Inspector

Plumbing & Gas Inspector

There were 146 gas permits issued for 1997. Fees collected totalled $5,625.00.
There were 161 plumbing permits issued for 1997. Fees collected totalled $11,295.00.
Combined plumbing and gas fees collected for 1997--$16,920.00.

William S. Crowell, .
Plumbing & Gas Inspector

TOWN OF BOXFORD

SEALER OF WEIGHTS & MEASURES

YEARLY REPORT FOR YEAR 1997

I	Boxford General Store (sealed Gas Pumps)	$16.00
II	Brown & Budnick (sealed 3 scales)	$22.00
III	Stone House Bakery (sealed 2 scales)	$12.00
IV	Ingalsby Farm (sealed 5 scales)	$30.00
V	Boxford Post Office (sealed 2 scales)	N.C.
VI	Masconomet Regional School (sealed 3 scales)	N.C.
VII	Cole School Middleton Rd. (sealed 1 scale)	N.C.
	Turned over to Town Treasurer	$80.00

Respectfully,

Harry MacGregor
Sealer of Weights & Measures

V.N.A. Care Plus, Inc.,

an affiliate of
Visiting Nurse Association of North Shore, Inc.

Report on

Boxford Elder Health Clinics

funded by
Boxford Board of Health
and the
Elder Services of Merrimack Valley, Inc.
Title III

1997 Annual Report

Submitted by:

Lori Silva, R.N., B.S.N.
Wellness Division
VNA Care Plus, Inc.
5 Federal Street
Danvers, MA 01923

1-800-457-8999 ext. 267

Report to the

BOXFORD BOARD OF HEALTH

services provided by:

VNA Care Plus, Inc.
(a VNA Care Network, Inc. Agency)

1. Communicable Disease Follow-up.

2. Immunization Program.

3. Boxford Elder Keep Well Clinic Update.

   A Program Highlights
   B. Clinic Attendance
   C. Referrals Made
   D. Clinic Schedules
   E. Advertisement
   F. Health Screening and Education Programs
   G. Needs Assessment/Satisfaction Survey

4. Other Grant Programs Available to Boxford Residents through VNA Care Network.

BOXFORD BOARD OF HEALTH
COMMUNICABLE DISEASE FOLLOW-UP

2 Lyme
2 Salmonella
2 Shigella
1Campylobacter
1 Hepatitis A

All of the above, Massachusetts Department of Public Health reportable, diseases were followed and appropriate paper work has been submitted. In addition, one PPD positive case and contacts were followed (this was a non-reportable case).

BOXFORD BOARD OF HEALTH
IMMUNIZATION PROGRAM

FALL 1997

- **Flu Vaccines**
  # doses given at Boxford Council on Aging **478**
  October 21, 1997

As part of the clinic program for the Boxford Board of Health, the VNA Care Plus, Inc./VNA Care Network, Inc. does the following:

- prepares and submits all press releases to local newspapers and the Council on Aging Newsletter.
- designs and distributes flyers.
- orders and picks up the flu vaccine from the Regional DPH Office in Tewksbury.
- compiles data of numbers and ages of individuals receiving the vaccine and completes and submits reporting forms to the Department of Public Health.
- supplies syringes, and other vaccine administration supplies at no cost to the BOH.

REFERRALS MADE AT BOXFORD KEEP WELL CLINICS

(in order of frequency)

Mammogram	48
PAP Smear	40
Bloodwork	39
Eye Exams	36
Physical Exams	35
Dental	17
Prostate	16
Blood Pressure	8
Primary MD	8
*Smoking Cessation	6
Flu Vaccine	5
Dermatology	4
*Wise Women	3
Home Care Eval.	3
Medical Alert	3
Gastroenterology	2
Massage Therapy	1
Pneumovax	1
Exercise Program	1
Hearing	1
Neurology	1
Rheumatology	1
Nutritionist	1
Health Care Proxy	1
Med. Organizer	1
Urology	1
Weight Loss	1
Social Worker	1
Vascular	1
TOTAL	**286**

Additionally, the clinic nurse detected the following medical problems that warranted immediate physician referral and follow-up:

?Congestive Heart Failure
Shortness of Breath/ increased Heart Rate/Rapid Weight Gain
? skin cancer
Weight loss secondary to Renal Cancer (Dx)
Concussion

* *V.N.A. Care Plus* grant programs funded by the Massachusetts Department of Public Health:

BOXFORD ELDER KEEP WELL CLINIC SCHEDULE

Four Mile Village *(title III)*-	1st Thursday, 12:30 - 2:30 p.m.
Four Mile Village *(BOH)* -	2nd Thursday, 12:30 - 2:30 p.m.
West Boxford Congreg. Church *(title III)* -	3rd Thursday, 12:30 - 2:30 p.m.
Boxford Senior Center *(BOH)*-	4th Thursday, 12:30 to 2:30 p.m.

ADVERTISEMENT

The clinics are advertised on an on-going basis in:

- Salem Evening News
- Tritown Transcript
- Lawrence Eagle Tribune
- Boston Globe, North Weekly Section
- Boxford Council on Aging Newsletter
- North Shore Weeklies Calendar
- Local Cable Access

HEALTH EDUCATION PROGRAMS SPONSORED BY VNA CARE PLUS

♦ **Osteoporosis Program- "What Every Woman Should Know!"** **6**
Boxford Council on Aging
May 14, 1997

♦ **Nutrition Labels, What do they tell us?** **25**
In cooperation with Tri-town Nutrition Program
Boxford Council on Aging
September 16, 1997

♦ **Local Housing Options** **60**
St. Rose's Hall
Topsfield COA
(Boxford Senior were invited as advertised in Boxford COA Newsletter)
September 24, 1997

♦ **A Positive Approach to Beating the Holiday Blues** **27**
The Ladies Benevolent Society of First Church in Boxford
November 5, 1997

CLIENT SURVEY
BOXFORD ELDER HEALTH CLINICS
NEEDS AS IDENTIFIED BY CLINIC PARTICIPANTS

18 Boxford Elder health clinic participants responded to a Satisfaction Survey/ Needs Assessment in June 1997. The following summaries their responses:

In response to "which health services are most helpful to you?", the top four in 1997 were very close to the top four identified in 1996 and 1995:

	1997	1996	1995
Monitoring Blood Pressure	100%	100%	96%
Checking Weight	72%	86%	83%
Discussing Health Concerns	55%	64%	57%
Discussing Medications	66%	53%	61%

When participants were asked how they would be affected if health clinic services were no longer available, a majority responded that their only health-related contact would be an annual physical with their M.D.. Other comments regarding what would happen if the clinics were no longer available included concerns about:

cost- *"no longer free check-ups"* (at MD)
travel- *"would have to travel to distant clinics"*
information access- *"wouldn't know how to access information"*

When asked what they liked about the health clinics, responses included: *"personal attention"*, "sense of security", *"friendliness"*, *" discuss health concerns"*, *" keep on track between MD visits"*, *"convenient, handy, local"*, *"concern, expertise,and friendliness of RN"*, *" access to immediate health information"*.

Other Wellness Division Grant Programs Available to Boxford Residents

VNA Care Plus, Inc. is committed to reducing the incidence of preventable disease and enhancing levels of wellness in the communities we serve. The Massachusetts Department of Public Health (MDPH) has supported VNA Care Plus in this mission through several grants which have been awarded to the agency.

"Smoke Free Circles"

This program targets women of child-bearing age, with a special emphasis on pregnant and parenting women. Women from the community are trained to provide tobacco education programs out of their homes, for friends, relatives, and families.

Smoking Cessation Support and Education

VNA Care Plus provides smoking cessation support for all patients and their families. Cessation programs are also provided for the community-at-large, and for worksites.

"*Wise Women* Breast and Cervical Health Program"

The *VNA Care Plus* Breast and Cervical Cancer Early Detection Program, is designed to increase the number of women who receive regular exams related to women's preventative health care. Women age 40 and over who are underinsured or uninsured, are eligible for free screening and diagnostic exams, including mammography, clinical breast exam & physical, PAP smear, colposcopy, biopsy, and other diagnostic tests. Community education programs on breast self-exams and breast and cervical health are also provided for women of all ages.

HIV Homecare/Hospice Program

Services are designed to promote independence and prevent or reduce hospitalization for patients living with HIV, as well to offer respite to prevent caregiver burnout and provide relief child care for families. These services include Homemakers, Certified Home Health Aides, and Relief Child Care.

OASIS (Organized AIDS Services Integrating Support

VNA Care Plus (at VNA North Shore) is the lead agency in a consortium of local non-profit agencies, known as OASIS, committed to caring for individuals infected with HIV. The goal of OASIS is to provide a full range of traditional and holistic health and social services to patients and families.. ***OASIS services include:***

Mental Health Counseling	Home Delivered Meals
Acupuncture/Massage	Client Emergency Fund
Child Care	Nutritional Consultation

Families CARE Program

Provides nursing and family health advocate visits for teaching, support and advocacy, to families with infants < three years of age, and pregnant women. ***Services include***:

Parenting support & education	Lactation support/Family nutrition
Home safety check & supplies	Assistance with transportation

PLANNING AND ENVIRONMENTAL PROTECTION

Conservation Commission

Ipswich River Watershed District Advisory Board

Planning Board

Zoning Board of Appeals

Boxford Land Committee (ADHOC)

CONSERVATION COMMISSION

This year the Conservation Commission made significant progress toward improving its administration of the Massachusetts Wetlands Protection Act and Boxford Wetlands Protection Bylaw. Through the hiring of a full-time Conservation Administrator (approved at the May 1997 Town Meeting), the Commission gained much needed "in-house" technical review capabilities. A full-time Administrator ensures that new development proposals meet the requirements of all local and state wetlands protection laws, and that construction activities are monitored in the field for compliance after permits are issued. Enforcement actions, which are an integral part of a successful wetlands protection program, were increased during the past year. The Commission also voted several significant changes to the Boxford Wetlands Protection Bylaw Regulations.

In 1997 the Conservation Commission held a record total of 40 public meetings. The high level of meeting activity was due mostly to a combination of application activity and many hours spent discussing proposed changes to the Bylaw Regulations.

Summary of Application, Permit and Enforcement Activity

1996 Total	1997 Total	Type of Document
31	32	Notices of Intent
32	27	Orders of Conditions
10	7	Amended Orders of Conditions
35	31	Requests for a Determination of Applicability
31	27	Determinations of Applicability
18	27	Certificates of Compliance
3	7	Permit Extensions
7	11	Violation Notices
7	12	Enforcement Orders
8	9	Tickets

In cooperation with the Boxford Land Committee, Trust for Public Lands, Boxford Trails Association and Boxford Open Land Trust, the Conservation Commission was instrumental in orchestrating the Town's commitment to purchase the Lockwood and Lord properties on Lockwood Lane and Main Street respectively. These lands provide significant open space, conservation and recreational values for the residents of Boxford. Land management plans will be prepared for the Lockwood and Lord properties in the coming year.

The Commission also received a donation of land off Main Street as well as conservation restrictions for two parcels: one off of Valley Road and the other at the corner of Ipswich Road and Main Street. The Commission continues to manage Witch Hollow Farm and Chadwick Field. Agricultural licenses for both properties were renewed for 1998.

CONSERVATION COMMISSION CONTINUED

The field survey and plan preparation work for Wildcat Forest is mostly complete. Wildcat Forest is a 300 acre parcel of conservation land owned by the town and managed by the Commission. The land is located off Herrick, Ipswich and Stiles Pond Roads and is open to the public for daytime, non-motorized recreational use. Plans of Wildcat showing boundaries, trails, wetlands and topography should be available in early 1998 at the trail head off Herrick Road and also at the Conservation Office.

Commission members participated in several educational programs covering various topics including the Mass. Rivers Protection Act Regulations, Mass. Stormwater Management Policy, Mass. Public Records Law, Mass. Open Meeting Law and Fundamentals for Conservation Commissioners. Changes to state wetlands regulations and policies have kept Commissioners in constant study in order to stay abreast of the new requirements.

Many thanks to Jean Irmer, Conservation Secretary, for her efforts during the past year keeping the office and operations in top form, organized and running smoothly.

Special thanks again go out to Jane Coe for her exceptional and selfless volunteer efforts as minutes secretary, especially in light of the many additional hours of meetings held in 1997.

Sincerely,
P. Hunt Durey, Conservation Administrator

Gerard Irmer, Chairman; Peter Delaney, Vice-Chairman; Nathaniel Coolidge; Linda Laderoute; Peter Neidhardt; Harry Reifel; Lana Spillman

IPSWICH RIVER WATERSHED DISTRICT ADVISORY BOARD

The Ipswich River Watershed District was established by the MA Legislature in 1966. The District is under the direction of a five member commission appointed by a larger Advisory Board made up of representatives of cities and towns along the Ipswich or having water rights to the River. The stated purpose of the Commission is to "investigate available water resources for the district and methods of preserving and increasing such resources". The five-member Commission that is elected from and by the Advisory Board was directed to meet at least four times a year; the Advisory Board was directed to meet twice a year.

The current purpose of the Advisory Board meetings is to give water supply officials in the member communities a chance to exchange information on water supply activities, hear presentations by state or federal staff, or other invited technical experts, on various regulations or issues that affect community water supplies, and discuss any water supply problems with other water supply professionals in the watershed.

May 8, 1997 Advisory Board Meeting:

- Representatives from the cities and towns reported on water supply related activities in their communities.

- The IRWDAB agreed in 1996 that we all need a good scientific basis from which to make rational management decisions for water resources in the Ipswich Basin. The Ipswich River basin is widely recognized as one of the most hydrologically stressed basins in Massachusetts. There is intense competition for use of the flow in the river among water suppliers, industrial users, fishermen, canoeists, swimmers, and environmentalists. Peter Phippen, MA DEM, updated the group on interagency efforts to cooperate on a proposal to develop a hydrologic model for the Ipswich River Basin. Agencies providing technical expertise and potential funding ($300,000) included MA DEM, MA DEP, and USGS.

- Dan Thompson, MWRA, gave a presentation on water conservation management options for industrial, commercial, and institutional users. Results of MWRA studies showing economic savings to water users resulting from water conservation efforts were impressive. Unfortunately, many water utilities are reluctant to promote water conservation, even in water deficient areas, due to fear of lost revenues.

November 13, 1997 Advisory Board Meeting:

- Peter Phippen reported the good news that the interagency proposal to develop a hydrologic model for the Ipswich River Basin was funded and underway. The goal of the proposal is to develop an authoritative model to provide a scientific basis for economic, environmental, and public health management decisions in the communities of the basin. Such a model can be used to help plan for future water supply needs and economic growth in an environmentally sensitive way in user communities.

- Kernell Ries, USGS, explained what sort of data are needed to create a series of simulated future development options on the calibrated model which will mimic the hydrology of the basin. Such options would include impacts on the river from the development of new reservoirs, MWRA water supply expansion into the head water communities, new groundwater wells within the watershed, wastewater returns to the basin, and many more. USGS will be contacting the water suppliers in each basin community to identify existing and future water sources: wells, reservoirs, locations, operating rules, pumping rates on a daily and monthly basis (1989 to the present), distribution system, final destination of used water, and future infrastructure plans. The USGS will essentially prepare a detailed water budget for each Town that will be built into the hydrologic model.

The IRWDAB usually meets twice a year, on the first Thursday of May and November, in the Lynnfield Town Hall, from 2-4 PM.

Jennie Bridge
Boxford Representative, Advisory Board
Chairman, and IRWD Commissioner

PLANNING BOARD

Despite relatively low interest rates, the pace of building slowed somewhat from recent years to a more moderate 62 new homes.

Subdivision Activity

Two subdivisions were approved during the year. Aldershot Estates, south off Willow Road, is a cul-de-sac containing 8 lots. Pearl Farm, west off Lake Shore Road, is also a cul-de-sac and contains 14 lots. In each case there was a long dialogue between the Board and the Developer about what constituted suitable development in Boxford and many modifications were made to the original plans before approval was granted.

In an unusual development, three subdivisions containing a total of 66 lots were rejected during the year at the preliminary submission stage, because of failure to comply with various provisions of the Town's Zoning Bylaw or the Board's Rules and Regulations for Subdivisions.

Approval Not Required

Nineteen (19) building lots were created during the year by a process known as Approval Not Required whereby lots with sufficient frontage on an existing Town way are approved without the necessity of going through the subdivision approval process.

Scenic Roads

Nine (9) Scenic Roads hearings were held during the year and consent granted for various tree cutting and stone wall alterations (almost invariably with some reduction in the scope of the original request). The Town voted many years ago to designate all of our roads (except numbered highways) as Scenic Roads and this allows the Planning Board after advertisement and public hearing to regulate such activity and preserve the Town's rural appearance.

Zoning Board of Appeals

The Town's Zoning Bylaw requires that the Planning Board make a recommendation on each case that comes before the Board of Appeals. Numerous recommendations were made during the year, noteworthy among which was a unanimous recommendation against allowing a doubling of the size of the commercial building at 256 Georgetown Road.

Zoning Bylaw Amendments

Five Zoning Bylaw Amendments were recommended by the Board to the Town (and approved by it) at the Annual Town Meeting. Each served to tighten and restrict some portion of the Bylaw.
Most significant of these are a Phased Growth Bylaw, which is designed to limit the rate of building in subdivisions, and a Telecommunications Bylaw which regulates the location and construction of wireless towers.

Fire Ponds

Several long standing disputes over subdivision Fire Ponds which the Fire Chief had judged to be inadequate were resolved with the Developers involved agreeing to install underground Fire Tanks.

Craig E. Falk	Chairman Member of Boxford Housing Partnership Liaison to Building Inspector
Neil S. Olansky	Vice Chairman Subdivision Committee Implementation Committee
Robert C. Gore	Clerk Representative to the ZBA Representative to Land Acquisition Com. Implementation Committee
Linda D. Laderoute	Joint Member to Conservation Commission Alternate Subdivision Committee
Timothy Mansfield	Chairman Subdivision Committee Implementation Committee
Ellen N. Maynard	Rep. to Capital Budget Committee
Larry A. Simeone, Jr.	Subdivision Committee

ZONING BOARD OF APPEALS

During 1997, the Board of Appeals received twenty-three (23) new applications. Of these applications, eighteen (18) were for special permits, four (4) were for variances and one was an appeal from a decision of the building inspector.

Of the eighteen (18) special permits, eleven (11) were granted, two (2) were denied, three (3) were withdrawn, one (1) application was deemed to be of a subject matter over which the Board had no jurisdiction and one remains pending.

Of the four (4) applications for variances, one (1) was granted, one (1) was denied and two (2) remain pending.

The Appeal from the decision of building inspector was denied.

In the continuing matter of the Georgetown Road Limited Partnership attempt to develop 256 Georgetown Road as a business center, the Board accepted a remand from the Land Court following a hearing at the Court wherein Town Counsel, the applicant's counsel and the judge came to the agreement that such a remand was appropriate. By the end of 1997 the matter was still pending because of developments in which the abutters and the applicant had reached an agreement among themselves as to the use of this property during 1998. During 1998, a number of Town Boards, including the Zoning Board of Appeals, will be asked to address the issues surrounding the proposed use of this property. Until the issues are settled, there will remain two (2) appeals in the Land Court, one by the applicant appealing the denial of a special permit to expand the business use of the property to additional buildings proposed to be built on the premises. The second appeal is of Barry Hutchinson, an abutter, who has appealed the Board's decision holding that a special permit was not necessary in order for the applicant to use the existing building as a business.

Relative to fiscal matters, the Board voted in 1997 to require direct billing of all applicants for the cost of their newspaper advertisements. This step removes the Town as a party to these billings thus saving the Town any expenses related to its personnel handling such billings. The Board also voted to require all applicants to pay for the postage of mailing notices in their given cases saving the Town an expense previously assumed by it.

Robert H. Clewell, Chairman
William R. Cargill, Jr.
Robert W. Conroy

Stephen Kokkins, Alternate
Douglas Stuart, Alternate
Richard Tomczyk, Alternate

BOXFORD LAND COMMITTEE

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from Capital Budgeting, one from the Finance Committee, and one Member at Large. We are charged to categorize and prioritize parcels of land listed in the Open Space Plan "94", and to conform to the Master Plan when ever possible. During 1997 the Land Committee has worked very hard, we conducted 19 Meetings and attended many Selectman's Meetings during on going land negotiations. We reviewed several parcels of land, and brought three to the Fall Town Meeting. They were Lockwood Forest and the Lord Family lands which were all successfully voted for by more than 90% of those present. Bob Eisenberg Chairman of the Land Committee and the Finance Committee designate resigned in early Spring, and Duke Brown was appointed. Duke took the lead on the Lord Family Woodlot on Lawrence Road and arranged a site visit with State Senator Bruce Tarr. However he resigned in May when he was elected Selectman . Sandy Colby was appointed in June, and brought some good insight since he worked on the Shulman Parcel the previous year. Also in June, Peter Delaney was voted chairman. After the Fall Town meeting Sandy Colby the Finance Committee designate resigned, and the position is currently vacant. Sandy's advice and assistance was much appreciated during his tenure. As of February 1998 the Finance Committee filled the vacancy with the appointment of Eve Trkla. For 1998 the Land Committee has set a standard meeting schedule for the second Tuesday of each month at 7:30PM.

Current members;

Peter Delaney (Conservation Commission) Chairman
Bob Gore (Planning Board)
Peter Race (Capital Budgeting) Joyce Ricklefs (alternate)
Eve Trkla (Finance Committee)
Natasha Grigg (Member at Large)

COMMUNITY SERVICES

Arts Council

Boxford Bay Circuit Program Committee

Computer Study Committee

Council on Aging

Cable TV Advisory Committee

Boxford Historic Districts/Historical Commission

Recreation Committee

Recycling Committee

Veterans' Graves Officer

Veterans' Services

BOXFORD ARTS COUNCIL

The intent of the Massachusetts Cultural Council is to "stimulate and encourage the arts and humanities at the local level. " This is done through direct grants to individuals and organizations.

Boxford will receive $3150.00 from the Massachusets Cultural Council for the fiscal year 1998. The deadline to apply for this money was October 1997. This council is responsible for setting the guidelines for the use of the funds and determine if allocations for funds comply with these guidelines.

The Massachusetts Cultural Council has simplified the application process by establish ing a state wide application deadline. This makes it easier for neighboring communities to work together and should give the applicants the opportunity to develop programs in the early fall, after they are aware of their budgets for the year.

Grants approved in 1997 were as follows:

- Boxford Town Library	Bates and Tinknell	550
- Boxford P.T.O.	John Kelleher-DARE	425
- Boxford P.T.O.	Native American Perspectives	283
-Cub Scout Pack 57	Keeper of the Spirits	150
-Masconomet Jr. High	English and Social Studies Three Mill Girls	467
Masconomet Sr. High	German American Music	325
Merrimack Valley Philharmonic	37th Concert season	200
North Shore Youth Symphony	Spring Concert	200
PASS Grants Masconomet Jr. High	Tsongas Center	550

Kathryn M. Milnes, Chairman
Joan M. Haley
Jane. K. Holt
Jane S. Langton
Wendy M. Levy
Boxford Cultural Council

BAY CIRCUIT PROGRAM COMMITTEE

During the first half of 1997, this committee worked hard under the able leadership of Jean Dewberry to plan for the 50 Mile Ultra Marathon that was held on Nations Trails Day Sunday, June 8, 1997. The center point was at the Boxford Community Center with the race starting in Rowley and ending at the Whittier Vocational High School in Andover.

The Bay Circuit through Boxford was walked to measure the distance, maintained and marked for the ultra run. Three water stops were set up, manned by volunteers. The runners appreciated the snacks and water offered at these stops as well as those offered by landowners along the trail and the general good support that the volunteers and townspeople gave.

The second project finished for the Ultra Run was the revised second edition of the Bay Circuit Guide to Walks in and around Boxford. These guide books are on sale at the Boxford Town Hall, the Boxford Library and the two Boxford community stores.

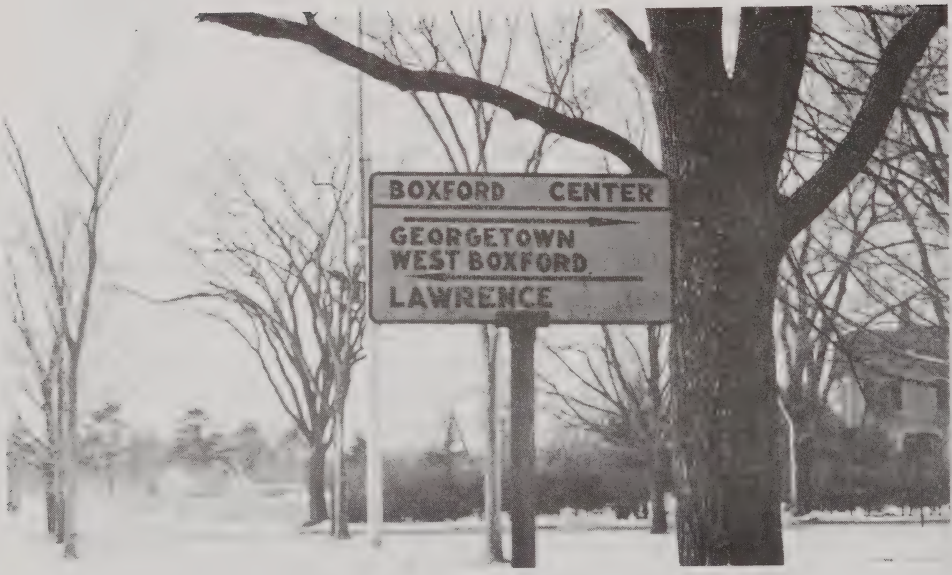
This fall, the committee helped with the educational walk tours on the Lockwood and Lord properties that the Town overwhelmingly supported to protect. The Lockwood property is a beautiful 'gem' to add to the Bay Circuit Greenway. The Lord property contains a portion of the Boxford Village loop trail that connects with the Bay Circuit trail at two points: in the Boxford Historical District at the Community Center and in the Boxford State Forest southwest of Ardon Farms.

Jean Dewberry, a member of this committee, heads walks on Tuesdays mornings. Anyone is welcome to join this walking group at the Boxford Community Center at 9:15 AM. The walks include 1.5 to 2 hours of walking on trails in Boxford and neighboring towns and often on the Bay Circuit trail.

Committee members work with BTA/BOLT to keep the Bay Circuit trail open. Volunteers are always welcome to join the trail maintenance days. The Boxford Bay Circuit Program supports the network of trails that are being preserved by landowners and developers who work through the Boxford Planning Board and Boxford Conservation Commission.

A member from the Boxford Bay Circuit Program Committee serves on the Boxford Recreation Committee.

Alison Chase
Jean Dewberry
Beverly Ingalls
Nancy Merrill
Andrew Plucinski
Mel Prohl



Compliments Historic Document Center
Flag Pole & directional sign - circa 1930

COMPUTER STUDY COMMITTEE

Individual members of the Computer Study Committee have provided extensive assistance to the Conservation Commission, Council on Aging, Department of Public Works, Town Clerk, and Board of Health. The effort included reviewing a proprietary program (SepTrack) for the Board of Health, determining specifications and recommending computers and software for the departments named above, the installation of software for the Executive Secretary, and plans to "network" the Executive Secretary with the Administrative Assistant.

In 1997 the Committee began four initiatives:

- Work toward greater uniformity of word processing, spreadsheet, and database software in Boxford to facilitate training and support.
- Ensure that the choice of hardware is from well-known vendors that enjoy above average ratings for support and hardware reliability.
- Studied computer hardware and software to check for year 2000 compliance.
- Started work on developing future plans for the Town of Boxford computing capabilities.

We have been advised that the proprietary software systems used by the Town Accountant, Assessors, and Treasurer/Tax Collector, will not function properly beginning July 1999, due to the Year 2000 problem (Y2K). In addition to these three (3) systems, the basic "operating system" used by the Assessors and Treasurer/Tax Collector systems is also in noncompliance with Y2K. A representative from the Computer Study Committee has attended meetings involving new software for these areas. It is likely that new hardware will also have to be purchased for these areas.

Raymond W. Harrold, Chairman
Peter G. Clark
Charles D. Laderoute
Russell A. Larson
David Manzi

COUNCIL ON AGING ANNUAL REPORT

THANK YOU! THANK YOU! First of all I would like to thank our volunteers. If it weren't for them, we would not be able to help seniors, or anyone who is in need of help, as effectively as we do. The COA coordinates the needs of the seniors. Local Boxford volunteers of all ages tirelessly and enthusiastically give their time to make these programs possible.

The **COA's Main Function** is to provide information, whether it be information on adult day care or taxes after death or making a lunch reservation. Anytime anyone calls or visits the COA, we make sure that their questions are answered or we give them all the information they need to get the answer. We are constantly changing.

Did you know we provide wheelchairs, walkers, canes etc. to anyone who needs them?

* * *

MEALS ON WHEELS (MOW)

This is a program that serves nutritious, hot meals on weekdays to qualified seniors who otherwise would have trouble getting meals themselves. We served 1,984 meals in 1997.

This year we gave MOW clients a two-day supply of canned goods to be used in case of bad weather when the meals could not be delivered.

CONGREGATE MEALS SERVED AT THE CENTER

We serve GREAT meals twice a week for $1.25. It's the "Best Deal in Town". We wish more would join us.

This program goes from September thru May and approximately 1,100 meals were served last year.

CLINICS

The VNA of North Shore and the Boxford Board of Health hold free health clinics at different sites in town every week.

Our flu clinic was attended by over 490 people. Seniors could also receive the pneumonia vaccine at the same time with their doctor's authorization.

TRANSPORTATION

The **NEET Program** (Northern Essex Elder Transport) continues to provide transportation to doctors appointments, hospital visits, and occasionally shopping and hair appointments. Seniors used this service 116 times in 1997.

We rented a **Van** monthly to take seniors shopping etc.

ELDER SERVICES OF THE MERRIMACK VALLEY

Our annual donation of $196 to Elder Services of the Merrimack Valley provided us with $28,586 worth of services that support our COA. We call on them for their Home Care Program, Title III Program and Legal Services. They also have a referral service that is invaluable to our staff.

SENIOR TAX ASSISTANCE PROGRAM

We are still working on getting the paperwork "kinks" out of the program and getting up to speed. However, it's been a great success and we are looking forward to involving more seniors in this valuable program.

PROGRAMS, CLASSES & PARTIES

We have a S.H.I.N.E. (Serving Health Information Needs of Elders) representative and we offer tax preparation at no cost. Our varied activities included hiking, CPR instruction, file of life, computer classes, writing workshop, eye and health screening, several safety programs sponsored by the Police, a special cholesterol screening, chair caning, quilting, exercise, line dancing, face screening, decoupage, cribbage, Ukrainian egg decorating, holiday blues educational session, dementia or Alzheimer's disease classes, etc. We have a St. Pat's Day and an Older Americans' Day party as well as a summer Cookout free to all Boxford seniors.

BULLETIN

This monthly publication is delivered to all Boxford seniors (1,049 as of last count). It offers many trips, gives up-to-date interest stories regarding seniors, talks about what's going on and includes a calendar indicating when these events are taking place.

GRANTS

In 1997, grant monies were received in the amount of $3,153.

GLORIA J. O'LEARY, DIRECTOR COA

Marie Cody retired this year as director after a very impressive 16 years due to health problems.

I have been working for the COA for two years in various capacities—secretary, assistant director, acting director then director. There were so many challenges and accomplishments during this time.

We (the Director and COA Board) hope to make a difference in the lives of our seniors and handicapped. In 1997, we started the tax rebate program, tripled the number of seniors who came to the lunch program, doubled the monies from Federal and State grants, upgraded the Bulletin, increased volunteers 25% and have more than tripled the number of trips we now offer our seniors.

Board of Council on Aging:

Judith Carr, Chairman
Lu Gould, Secretary
Jean Buell
Kathy Canonica
Jane Langton
Kathy Phillips
Joan Tarleton
Gloria O'Leary, Director

BOXFORD CABLE TV ADVISORY COMMITTEE

This past year has been both a very active and important period for Boxford and our cable system. Numerous events have taken place and have resulted in system and technical improvements as well as major commercial developments. Additionally, the operational accomplishments of the system has continued to represent one of the top performances in Massachusetts.

The original coax cable has been replaced with the new broadband cable having the capacity to handle several communications modes simultaneously. The negotiations neared completion for determining the exact mix of our new cameras and related equipment that were included in the terms of the original license agreement - thus allowing Boxford to upgrade to 'State of the Art' at no additional cost to the taxpayers. [Actually, Boxford earned over $1,000. in revenues from the Licensee for 1997].

The original licensee, Continental Cable, had previously been acquired by U.S. West and subsequently changed its name to Media One. Several bills were proposed in the Massachusetts House of Representatives that would have forced Boxford and other towns to relinquish benefits that we had already earned. Fortunately, sanity prevailed and these House Bills were defeated.

One of the most critical aspects of Boxford Cable TV, and a very significant reason for our success is the outstanding efforts of the volunteers who donate so much of their time to Boxford Cablecasting . Although it has often been called ' a labor of love ' for this great group, it is still hard work. We owe a great deal of gratitude to all these wonderful contributors.

Leonard S. Rose, Chairman
Joseph Cameron
Nathaniel Coolidge

HISTORIC DISTRICTS/HISTORICAL COMMISSION

The Historic Districts Commission was established in 1971 and has jurisdiction over the Boxford Village Historic District and Howe Village Historic District. We follow the Massachusetts General Law C.40c. The purpose of this Commission is to promote the distinctive characteristics of buildings and places that are significant in the history of the commonwealth and its cities and towns. The Commission also encourages new designs compatible with existing buildings in the district.

The Commission would like to thank Brenda Stickney for her work on "The Little Red Schoolhouse". In September, 1997 the Massachusetts Historical Commission nominated The Palmer School (Little Red Schoolhouse) as eligible for listing on the National Register of Historic Places. The National Register is the Federal government's list of historic properties worthy of preservation. The final decision will be made in 1998. An amount of $25,000 to renovate the building was approved by voters at the May, 1997 Town Meeting , but since relegated by Selectmen as subject to a Proposition 2 ½ override, it required a vote at the town election. Unfortunately it was defeated at the polls. The question still remains, where to obtain the funds to repair the building in order that it can be used as a Youth Community Center? Brenda is developing a marketing proposal for soliciting donations of materials, labor and money to renovate the building. This will commence after we have the formal listing on the National Register.

The Commission accepted with regret the resignation of Rodney Burnett, our architect. We would like to thank Rod for his service on the board. Rod developed "Rod's Rules," which are the Requirements for HDC Applications. These rules streamline the application process. We welcomed two new members: Valerie Vitale, who was the liaison for the Boxford Historical Society is now the official Historical Society's representative and Anna Plucinska was appointed as our architect representative.

The HDHC meets monthly, on the fourth Wednesday at 7:30 PM in the Community Center to hear and act on requests for certificates of appropriateness, certificates of non-applicability, or certificates of hardship. All meetings are open to the public and hope that residents will attend our meetings. This year we acted on 16 Certificates of Appropriateness and 10 Certificates of Non-Applicability.

We encourage all residents to attend the meetings at the Community Center.

Virginia A. Havey, Chairman
Howe Village
Wendy Perkins, Clerk, Realtor
Anna Plucinska, Architect
James Sterio, Alt. Attorney

Susan Peterson, Vice Chairman
Boxford Village
Valerie Vitale, Boxford Historical Society
Nancy Merrill, Alt. Boxford Village
Brenda Stickney, Alt.

BOXFORD RECREATION COMMITTEE

1997 was a productive year for the Recreation Committee. Over 1,450 children participated in Town sports programs, a 10.2% increase over 1996. Outside of the schools, these sports programs administered by the Boxford Athletic Association, have more participants than any other Town activity. This year we borrowed fields from Masconomet. The Girls Softball League, normally played in spring was moved to summer due to field shortages.

The new soccer field at Chadwick was taken off line due to injuries requiring stitches due to glass in the topsoil. Extensive work was done on the field and it should be on line Fall 98. Article 27, to install an irrigation system at the new Cargill Field was passed. Article 28, to build and irrigate a baseball/soccer field immediately adjacent to Cargill Field was also passed.

Camp Sacajawea continues to be overseen by John Rowen. During 1997 there were no capital improvements done. The funded and scheduled grey water treatment system installation was delayed because of a lack of a definitive site and engineering plan. That plan was finally completed and reviewed by the Board of Health, the Health Agent, and the Building Inspector. Final approval is pending and Clivus Systems of New England will begin work in the spring of 1998. Funding will be shared between Boxford and our tenant, the Greater Lawrence Educational Collaborative. This camp on Stiles Pond is utilized in the summer as a day camp for severely handicapped children from the North Shore area. It is also used by scouting groups from Boxford.

Carol Buccieri, for the third year in a row, ran a successful 4th of July Parade. There were over a hundred participants and several very clever neighborhood floats. A new entry this year was the "Boxford Bird", a mosquito float that drew much applause. While patriotic music played in the background, Mr. Charles Purinton was honored on his 100th birthday. Hundreds of people clapped and cheered for him. We wish him well.

A very successful Memorial Day Parade was also organized by Ken Chadwick. Bagpipe music was provided by the Campbell Highlanders. Jared Guerin and Jeff Rohr played moving tributes on their trumpets. Flags were placed on Veterans' gravestones and kids scrambled, as is the age old Boxford custom, for bullet shell casings.

The town tennis courts behind the Police Station continued to be heavily used.

The DPW continues to work well with our committee, especially with baseball field maintenance. They also helped set up sprinklers for old Chadwick Field during July 97.

In 1998 we hope to begin construction of Phase 2 of Chadwick Soccer Field. With the increasing number of soccer players, we are in dire need of new fields. With the progress made in 1997, we hope to continue providing safe recreational areas for our residents.

Lari Hamel-Wolz, Chairperson
John Rowen
Nancy Merrill
Carol Buccieri
Peter Silverman

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 1997 our town received an 'A' grade from DEP for recycling 34% of our trash. In March our drop-off collection expanded to include oil filters. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; this expense is covered by the trash sticker fee. However, there is a charge for some of the items at the Drop-Off Center, 15 Spofford Road. Checks made out to the Town of Boxford as well as pre-bought $5 recycling tickets can now be accepted weekly at the Drop-Off Center, but **NO** cash can be accepted by the recycling attendant.

We initiated a furniture pick-up through the Coalition for the Homeless and a computer drop-off through the East-West Foundation with recycling committees in Topsfield and Middleton. Cooperative, successful continuing events this past year included April Earth Day celebrations in conjunction with the Garden Club; our eleventh annual household hazardous waste collection day with the towns of Topsfield and Middleton in November.

The "Take It or Leave It" Shed is still on hold until the new site for the Recycling Drop-Off Center is made ready. We are hoping for a summer 1998 opening of the shed at the close-by relocation of the Recycling Drop-Off Center.

Volunteers are the lifeblood of our town and the Recycling Committee is extremely gratified by the volunteer efforts of the Environmental Club members at Masconomet High School, town board and committee members who helped out on Large Item Days; neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day.; and community residents and League of Women Voters members who helped out on Household Hazardous Waste Day.

Our thanks, again, to the League of Women Voters for sponsoring E-CALL, the 24 hour ecology hotline that gives residents who call **1-800-800-6881** the how, what, when and where of recycling for our town.

Please find below the total amount of materials recycled in Boxford during fiscal year 1997:

MATERIALS	TONS	
Mixed Paper	528	
Commingled	331	
(Plastics #1, #2, #5, #6; Glass; Aluminum cans; Tin cans)		
TOTAL CURBSIDE	859	
Corrugated Cardboard	46	
Scrap Metal	30	
#6 PS Foam Plastics	1	
Tires	2	
Auto Batteries	1	
Motor Oil	7	
Textiles	2	
*Construction/Demolition	36	
TOTAL DROP-OFF	125	
Other:		
Lead Neck Sleeves		5 lb.
Salvation Army Bins		emptied 108 times
**Compost	254	
Combined Tons Diverted	1238	
Total Curbside + Total Drop-Off Recyclables + Compost - Construction= Combined Tons Diverted		
Estimated Disposed Trash	1850	
***Estimated Diversion Rate	over 40%	

*DEP does not credit C/D towards recycling rate, but will credit us for Household Hazardous Waste Collection.
**DEP will credit leaves ,yard waste and Christmas tree composting as we do not accept these for solid waste disposal.
***DEP has not officially notified us of our official calculated diversion rate.

Karen Sheridan, chair
Teri Allen
Joanna Daniel
Lorraine Ott
Nancy Woolford

FEE SCHEDULE FOR DROP-OFF RECYCLING ITEMS

Payment: Recycling tickets cost $5.00 each and are available for sale at the Treasurer's office, Boxford Town Hall, 28 Middleton Road, Monday through Thursday, 9:00 a.m. to 4:00 p.m. The Recycling Attendant is not allowed to accept cash, but checks made out to The Town of Boxford are acceptable at the Drop-Off Recycling Center, 15 Spofford Road.

Fees for Wood and Construction Waste

Fees will be charged based on volume brought to the Recycling Center for disposal. Fees are based on the size and type of vehicle or container used to haul the waste.

32 gallon barrel level filled	$ 5.00	1 ticket
Sedan car trunk	$15.00	3 tickets
Cubic Yard measured on site	$25.00	5 tickets
Station Wagon	$50.00	10 tickets
Small ½ ton pickup truck	$70.00	14 tickets
Minivan	$70.00	14 tickets
Full size pickup truck	$95.00	19 tickets

No larger vehicle may be used.

Acceptable C&D Wastes for Recycling

The following wastes will be accepted for C&D Recycling:

Wood, lumber, used and scrap (may contain nails); doors; windows, and plate glass, mirrors; window frames with or without glass – wood, aluminum; plaster; gypsum; sheet rock (used and scrap); blue board; piping (plastic, copper); plumbing fixtures – cast iron, stainless steel, fiberglass, ceramic; ceramic tiles; linoleum sheets and tiles; pressure treated wood; painted or finished wood; roofing shingles; plastic tarps; wood furniture; wood cabinetry; laminate counter tops; brush.

Prohibited Wastes

The following wastes will not be accepted for C&D recycling:

Bricks and mortar, cement blocks, stones and rubble; hazardous wastes; asbestos, lead, and toxic chemicals.

Fees for Large Appliances/Metal Items

Fee of $10.00 (2 tickets) for the following:

Washers, dryers, dish washers, stoves, ovens, gas grills, hot water tanks, lawn mowers, steel bed frames, radiators, cast iron sinks and tubs, snow blowers, tillers, aluminum truck caps without fiberglass.

Refrigerators, freezers, air conditioners, dehumidifiers.

Fees for Tires

Fee of $2.50 for one car or small truck tire.
No charge for up to 8 bicycle or lawn mower tires.

CURBSIDE RECYCLING

Identifying and Preparing Recyclables

Here is a chart to get you started on sorting recyclables properly so they can be processed and made into something new.

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean; remove metal or plastic rings & corks. O.K. to leave paper labels on.	No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, etc. metallic coverings.
PLASTIC	Only rigid <u>containers</u> marked #1 - PETE, #2 - HDPE, #5 - PP, or #6 - PS	Rinse clean, remove metal or plastic caps and rings.	No plastic lids & bands. No item that is not marked HDPE, PETE, PP or PS. No foam #6 PS cups, trays, clam shells or packing.
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No bottle/jar lids, pie plates, foil, cans with paper or plastic parts.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse & remove labels. (Remove top and bottom if you want to flatten them for easier storage.)	No cans with paper parts in them, paint cans, automotive product cans, or scrap metal.
NEWSPAPER	Newspapers, brown paper bags, magazines, catalogs, NYNEX phone books, junk mail, paperboard (i.e., cereal & tissue boxes)	Put into paper bags. Remove cereal box liners	No corrugated cardboard, waxed/coated paper. No plastic bags.
Use it up, wear it out, make it do, or do without. New England Proverb			

These items can only be recycled at curb-side, **NOT** drop-off.
The reverse holds true for the drop-off items, only drop-off **NOT** curb-side.

Drop-Off Center Recycling

Located at entrance to landfill, 15 Spofford Road

No Cash Accepted — Open Saturdays from 8:00 A.M. to 3:30 P.M. — Checks Only, made payable to Town of Boxford

Material	What To Recycle	Preparation	Do Not Include
Plastic Polystyrene	Styrofoam packing, foam cups, trays, clam shells, marked PS #6	Rinse clean.	Any item NOT marked PS #6. No small packing "peanuts."
Metal Appliances Large Appliances *Fee $10	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off.	No TVs, wood, cement, tires, plastic parts.
Scrap Metal *Fee $10 No fee for small items.	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers.
Batteries Motor Vehicle Button Ni-Cd Rechargeable	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Power tools, computers, camcorders	Place on pallet. Place in marked container. Place in marked container.	No alkaline household batteries.
Salvation Army Items Large item pick-up, call (617) 231-0803	Toys Small appliances Household items	Clean, reusable. Boxed or bagged, must fit in container.	No soiled, torn, broken, unusable, or items too big to fit in bins.
Tires *Fee $2.50 each	Small truck or car	Rims okay.	
Aluminum	Pans, foil	Rinse clean.	
C&D Construction&Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard.
Waste Motor Oil 1st & 3rd Saturdays **Only**	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed.
Textiles	Clothes, Blankets, shoes, sheets, belts, pocketbooks, stuffed animals	Clean, dry, securely bagged.	No oil-soaked or wet items, rugs, carpet, pillows.

VETERAN'S GRAVES OFFICER

Memorial day was on May 26th this year. The parade was larger than usual due to the continuing activities of the 50th year celebration of the local James L. Melvin Post American Legion, the parade sponsor.

Cemeteries were well cared for as usual and flags on all Veteran's Graves were placed about one week in advance. They were picked up after the 4th of July, as usual.

The small flags at the monuments at each parish were replaced twice during the year.

We are always seeking veteran's graves that have been overlooked for some reason or another. If you are aware of any, please call Town Hall. Thank you.

This year, the count of flags placed on Veterans' graves was:

- Boxford Village.....67
- Brookside.....58
- Harmony.....28
- Mount Vernon..... .68
- Ancient..... 1

Kenneth H. Chadwick
Veterans' Graves Officer

Compliments of Historic Document Center - J. Tyler Barker Monumen
West Boxford Village

VETERANS' SERVICES
NORTH ANDOVER-BOXFORD DISTRICT

No expenditures were made by the Veterans' Service Department during 1997.

In 1946, Chapter 115 of the General Laws was passed by the General Court creating a Massachusetts Veterans' Services Department and called for the establishment in every city, town, or district a Department of Veterans' Services.

In 1947, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The general purpose of the District Director of Veterans' Services is the administration of the Veterans' Benefits Program to provide the utmost possible assistance to veterans and/or their dependents in time of distress or hardship. While the department is not PUBLICIZED in either community, I would like to take this opportunity, as a full-time director, to announce my office hours.

(508) 682-6378
North Andover Town Hall
Mon.-Friday 8:30 AM to 4:00 PM
Home: (978) 683-4257

Boxford Town Hall
(978) 887-8181

SERVICES PROVIDED BY THE STATE FOR VETERANS, WIDOWS OF VETERANS AND THEIR DEPENDENT CHILDREN BY THIS OFFICE:

Financial Assistance
Educational Benefits
Property Tax Exemptions
Civil Service Employment
Motor Vehicle Plates-Veteran-P.O.W. & Pearl Harbor
Medical Services
Death Benefits
Veterans Bonus
Housing Programs

ALSO, ASSISTANCE PROVIDED THROUGH THE FEDERAL V.A. ADMINISTRATION FROM THIS OFFICE:

Obtaining and maintaining copies of discharges
Information on V.A. Home Loans
Insurance Programs
Applications for Services at V.A. Hospitals and Clinics
Applications for Widows Pensions
All of these programs are subject to eligibility according to State and Federal Guidelines.

Richard E. LaHaye
District Director

INDEPENDENT SERVICES
for the
TOWN OF BOXFORD

(H.A.W.C.)
Help for Abused Women and Thier Children

Historic Document Center

Tri-Town Council on Youth and Family Services, Inc.

Help *for* Abused Women *& their* Children

27 Congress Street
Salem, Massachusetts 01970
Telephone: (508) 744-8552

Fax: (508) 745-6886
24 Hour Hotline: (508) 744-6841
In Gloucester: 281-1135

DEMAND FOR HAWC'S SERVICES QUADRUPLES SINCE START OF THE DECADE

Help for Abused Women and their Children, known by the acronym **HAWC,** was established in 1979 and first provided shelter for abused women through a network of safe homes.

In 1985, **HAWC** purchased a 19th century home in Salem where we can shelter up to six women and 10 children at a time. **HAWC** is the only agency providing comprehensive services to battered women in 23 North Shore communities, from Saugus to Gloucester.

HAWC has a philosophy of self-help. We believe that battered women are caught in a crisis situation caused by long-standing societal patterns of oppression against women. **HAWC** offers battered women and their children shelter, support and practical information about their options and opportunities to interact with others who understand their situation. **HAWC's** goal is to enable women to make independent and informed decisions about their futures.

In 1997, 10,000 women turned to **HAWC** for help and received it free of charge. This was quadruple the number of women HAWC served at the beginning of the decade. **HAWC's** services included: a 24-hour hotline • emergency shelter • individual counseling • support groups • and legal advocacy. In addition, **HAWC** worked to stem the tide of violence through community outreach and education, including our acclaimed Teen REACH Program which works to prevent teen dating violence.

Out of the 10,000 women **HAWC** served, 35 were from Boxford. This is a 30% increase over the number of Boxford women that we assisted in 1994. Our services were provided free of charge. In addition, we have worked closely with the Boxford Police Department in providing support for the citizens of Boxford.

UNITED WAY

BOXFORD HISTORIC DOCUMENT CENTER

The Boxford Historic Document Center celebrated its 20th anniversary in 1996. Established by the Boxford Bicentennial Commission, the Document Center is an enduring legacy of the celebration of the Bicentennial of the American Revolution in 1976. It is run under the auspices of the Ingalls Memorial Library Association.

One hundred, twenty two people visited the BHDC in 1997 for research or to look at exhibits; many others viewed the doll collection housed in the Doll House. We also answered mail and telephone requests. Our researchers, many of whom are from Boxford, use family papers, books, maps, photographs and microfilm of newspapers and town records to study aspects of Boxford's history, often tracing a particular family or house. Much of the collection, especially family papers, comes to the Document Center as gifts. When possible, we buy additional reference materials to augment the collection.

The Document Center relies on a volunteer staff to assist the archivist, helping with reference work, and organizing and cataloguing collections of papers. This year our volunteers included Lu Gould and Dorothy Woodbury.

To encourage interest in the Document Center, we had a table at the Apple Festival in September. We have also continued the series of "Mystery Photos" in the local newspaper, hoping to engage people's curiosity about Boxford, and also to identify some unknown photographs. Several groups toured the Document Center this year, examining old photographs and the 1776 scale model of Boxford to note changes in the town.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, 9 to 4 and evenings from 7:30 to 9:30. We are also open the first two Saturdays of each month, from 10 until 3. Special appointments may be made with the archivist if these hours are not convenient. There are several exhibits for visitors to enjoy, and a large scale model of the town as it appeared in 1776. Books about Boxford's history and houses are available for sale, along with sweatshirts and T-shirts, printed with the town seal.

Martha Clark
Archivist

West Boxford Village - 1940
Compliments of Historic Document Center

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES

A 14 year old girl is thinking of suicide after her boyfriend breaks up with her; a 15 year old boy's grades plummet and he gets into a fight in school subsequent to witnessing his dad hit his mom at home; a 16 year old girl is pregnant and afraid to tell her parents; and, a 17 year old boy gets arrested for drinking and driving.

These stories and many more like them, are typical of the issues addressed by the Tri-Town Council so far this school year. In response to such issues, the Tri-Town Council offers services broadly divided into three categories: *Intervention (Counseling), Prevention and Community Building.*

***Intervention*:**
All told, our two Masconomet-based counselors, Joan Murphy and Helene Levin, have spent in excess of 900 hours working directly with over 300 different Junior and Senior high school students in the first four and a half months of the school year. In addition, our counselors participate in school assemblies, departmental meetings, health advisory meetings, violence and substance abuse meetings, crisis meetings and community meetings. The three Towns were nearly equal in the number of students receiving counseling services.

Our three community-based counselors, Joan Wing, Emily Kirsch and Gary Sinclair, have also provided intervention services to community members including: 25 hours of Employee Assistance to the Town of Middleton; Systematic Training for Effective Parenting (STEP) to 25 families; Individual, Family and/or Marriage counseling or evaluation to another dozen Tri-Town residents. We have given telephone consultation and referrals to nearly 150 persons.

The Care Committee (Santa's Helper and Sponsor-a-Family programs) sponsored by the Tri-Town Council and chaired by Elisabeth Meyer of Boxford, raised and distributed nearly $7,000 to area programs and families in need.

***Prevention*:**
The Tri-Town Council sponsored three school-related prevention activities since our last annual report: the substance-free, all-night Post-Prom Party (75 attendees); the substance-free, all-night Graduation Party (176 attendees); and the Fall Sports Pasta Party (324) attendees.

Our prevention message was delivered to church groups, parent groups, community-based committees and clubs. Information on substance abuse and health and safety issues was disseminated by direct mail, school assemblies, classroom visitations, cable television and through newspaper articles and columns.

HORIZONS, our popular after-school enrichment program for elementary school children, is active in all three towns. Janet Gronneberg, the Boxford HORIZONS director reports organizing 18 courses last Spring and 34 courses this Fall involving a total of 406 children.

Liza Craig-McCormack, our newly hired director for Topsfield and Middleton reports more modest numbers (6 Topsfield courses with 120 children and one Middleton course with 35 children). Liza expects many more course offerings for the Spring HORIZONS sessions! We bade a fond farewell to our former Topsfield HORIZONS director, Candyce Wainwright, who left the program this year in order to accept a full-time position working with elementary school children.

***Community Building*:**
The Tri-Town Council sponsored four community-based events this year: the Tri-Town Community Pride Stride (65 attendees) and the World AIDS Day Candlelight Vigil (75 attendees). We also worked closely with the Topsfield, Middleton, Boxford Rotary Club and the Topsfield Lions Club in sponsoring the Fall Foliage Road Race.

In addition, an on-going Workshop or Parent Support Group, was begun in the Fall and continues to be offered every-other week, free of charge, to parents of Masconomet Junior or Senior High School students. Ten different families have participated in this program.

The Council participated in the Pumpkin and Strawberry Festivals this year as well as in various parent orientation programs at the elementary schools and the junior and senior high school.

FUNDING UPDATE:
The FY '98 Tri-Town Council budget totaled $187,037. We received funding from the three towns (Boxford, $21,269, Middleton, $17,910 and Topsfield $16,791), the Masconomet Regional School District ($63,825), and through fund-raising ($20,509 y.t.d.), membership ($8,765 y.t.d.), grants (***$23,000**) and donations ($500).

*During the budget process last year, various Selectmen and Finance Committee members recommended that the Tri-Town Council seek any additional increases in funding during the year from sources other than the Towns, such as grants from private charitable foundations. In response to those suggestions, we submitted a number of grant proposals, four of which were awarded, thus increasing our grant-derived funding from $1,000 in FY '97 to $23,300 y.t.d. in FY '98.

Although we will finish FY '98 with a balanced budget, our need for additional funding to support substance abuse *prevention* programs such as after-school, weekend and summer activities for Junior and Senior High School students and increased counseling/educational services for parents of elementary school children is very real.

Thank-you for supporting the Tri-Town Council on Youth and Family Services in our efforts to enrich the lives of local children and families and to ***HELP KEEP OUR KIDS ALIVE!***

Staff:

Gary S. Sinclair, LCSW, CADAC-Executive Director; Peg Ross-Office Manager; Helene Levin, LCSW, LMHC-Intervention Counselor; Joan Murphy, M.Ed.-Special Needs Counselor and Peer Education Coordinator; Melissa Fleming, LICSW-Clinical Consultant; Emily Kirsch, MS, CAS-Employee Assistance Counselor; Joan Wing, LICSW-Systematic Training for Effective Parenting; Janet Gronneberg-Boxford Horizons Director and Elizabeth Craig-McCormack-Middleton and Topsfield Horizons Director

Board of Directors:

Caitlin Carey, Masco Junior Class Rep.; Nancy MacDonald, President; Elisabeth Meyer; Larry Schell and Guy Simmons of Boxford

Meghan Cotter, Masco Senior Class Rep.; Jean Forte; John Sieczkowski, Treasurer and Alice Tierney of Middleton

Lissa Gallagher; Bruce Hudson, Vice President; Trish Hudson, Secretary; Louise King and Andrew Nechtem, Masco Sophomore Class Rep. of Topsfied

IMPORTANT TELEPHONE NUMBERS

COMMUNITY SERVICES

Council on Aging (at Community Center)	887-3591
Town Beach at Stiles Pond-Emergency Only	352-7033
Historic Document Center	352-2733
Sealer of Weights & Measures	(978) 468-1843
Tri-Town Council on Youth and Family Services	887-6512
Veteran's Agent	682-6378

DEPARTMENT OF PUBLIC WORKS

Highway Garage (FAX 352-5558)	352-6555
(via Communications Dept)	887-8137

EMERGENCY (Police and Fire) **911**

HEALTH AND INSPECTORS (FAX 352-2567)

Animal Inspector	352-6336
Buildings Inspector	352-2435
Electrical Inspector	352-2435
Gas/Plumbing Inspector	352-2435
Director of Health	352-2413
Conservation/Planning	352-2538
Planning Board	352-6101

LIBRARIES (FAX 887-6352)

East Boxford Village	887-7323
West Boxford Village	352-7323

POST OFFICES

East Boxford Village (01921)	887-5339
West Boxford Village (01885)	352-6632

PUBLIC SAFETY (FAX 887-8138)

Animal Control Officer	887-8135
Communications Department	887-8136
Fire Department	887-5725
Police Department	887-8135

SCHOOL DEPARTMENT

Harry Lee Cole School.(FAX 887-0703)..... 887-2856
Spofford Pond School..(FAX 352-7855)..... 352-8616
Masconomet Regional High School.(FAX 887-3573)..... 887-2323
Superintendent - Boxford.....(978) 750-1955
Superintendent - Masconomet 887-2323
Superintendent - North Shore Vocational.(FAX 777-8403) 927-6178

TOWN OFFICES (FAX 887-3546)

Accountant..... 887-0710
Assessors..... 887-3674
Clerk..... 887-0806
Board of Selectmen..... 887-8181
Treasurer/Tax Collector 887-3673

BOXFORD INFORMATION

The Town of Boxford was INCORPORATED on August 12, 1685.

POPULATION - 7900
NUMBER OF RESIDENCES (1997) - 2478
REGISTERED VOTERS (December 1997) - 4687
AREA - 24.39 square miles
POPULATION DENSITY (1997) - 324 persons per square mile
AVERAGE HOUSE PRICE - $289,000
MILES OF ROADS (January 1, 1998) - 120.5
NUMBER OF NAMED STREETS - 172
TAX RATE (FY 1998) - $14.30 per thousand

STATE AND FEDERAL REPRESENTATION

(6th CONGRETIONAL DISTRICT)

U. S. SENATORS
Edward M. Kennedy (D)
Russell Bldg, Rm 315
Washington, D.C. 20510
Tel: (617) 565-3170 (Boston)
Fax: (617) 565-3183 (Boston)

John F. Kerry (D)
United States Senate
Russell Blg., Room 421
Washington, D.C. 20510
Tel: (617) 565-8519 (Boston)
Fax: (617) 248-3870 (Boston)

U. S. CONGRESSMAN
John F. Tierney (D)
120 Cannon Building
U. S. House of Representatives
Washington, DC 20515
Tel: (202) 225-8020
Fax: (202) 225-8037

6th DISTRICT OFFICE
160 Main Street
Haverhill, MA 01830
Tel: (978) 469-1942
Fax: (978) 531-1996
17 Peabody Square
Peabody, MA 01960

GOVERNOR
The Honorable A. Paul Cellucci (R)
State House, Room 360
Boston, MA 02133
Tel: (617) 727-3600
Fax: (617) 727-9725

STATE SENATOR
Bruce E. Tarr (R)
State House, Room 507
Boston, MA 02133
Tel: (617) 722-1600
Fax: (617) 722-1310
Home: 80 Essex Ave
Gloucester, MA
Tel: (508) 283-3148
(First Essex & Middlesex District)

STATE REPRESENTATIVE:
Forrester Tim Clark (R)
State House, Room 540, Boston, MA 02133
Tel: (617) 722-2090
Fax: (617) 722-2897
Home: 308 Sagamore Road
Hamilton, MA 01982 (508) 468-3077
(Fourth Essex District)